Wallace Stegner Academy
Board of Directors Meeting

Date: August 5, 2026
Time: 5:30 PM
Teleconference: https://us02web.zoom.us/j/88012243825
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.

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.

AGENDA

CALL TO ORDER

CONSENT ITEMS
- July 6, 2026, Board Meeting Minutes

PUBLIC COMMENT (Comments will be limited to three minutes)

VOTING ITEMS
- Financing Resolution
- Mariposa Consulting Invoice
- School Transportation Quote
- IXL Invoice
- 2026-2027 LEA Specific Licenses
- Policies
    - Parent and School Compact
    - Parent & Family Engagement Policy
    - Attendance Policy
    - Capitalization and Expense Policy
    - Electronic Resources Policy
    - Fee Waiver Policy
    - Lottery and Enrollment Policy
    - Paid Parental and Postpartum Recovery Leave Policy
    - Procurement Policy
    - Religion and Education Policy
    - Sex Education Instruction Policy
    - Emergency Operations Plan

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.

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).

VOTING ITEMS

- Ratified 2026-2027 CEO Employment Agreements

CALENDARING

- Next board meeting October 28, 2026, at 5:30 PM via Zoom.

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.

Wallace Stegner Academy

Board of Directors Meeting — August 5, 2026, 5:30 PM

EXECUTIVE SUMMARY

FINANCING RESOLUTION

Board members are asked to consider adoption of a resolution authorizing the acquisition and construction of school facilities and a financing for the project. The attached resolution approves (i) the bond financing, (ii) the project, including the acquisition and construction of the Kearns and Sunset campuses, and (iii) tax and continuing disclosure procedures relating to the bonds (also attached).

Action: *Board Vote*

MARIPOSA CONSULTING INVOICE

Mariposa Consulting Group has submitted **Invoice No. 2283** in the amount of $38,250.00 for board review and approval. The invoice represents the fourth of four installments (Invoice 4 of 4) under the school's enrollment and marketing engagement and includes two line items: Enrollment and Marketing Consulting for the Marketing Accelerator Program coaching and capacity building ($8,250.00), and Direct Media Costs for student recruitment advertising ($30,000.00). The invoice is dated July 1, 2026, with Net 30 terms and a due date of July 31, 2026. Board approval is requested to authorize payment.

Action: *Board Vote*

SCHOOL TRANSPORTATION QUOTE

Lewis Bus Group has submitted **Quote No. 415520**, dated July 22, 2026, in the amount of $215,000.00 for board review and approval. The quote is for one (1) 2027 Thomas Built HDX2 380DS school bus (85-passenger capacity, Cummins L9 300 diesel engine, full air-ride suspension, and air conditioning), configured as a trip bus per the school's specifications (Customer Order No. WSA-AC-TRIP-FULL AIR) and including installation of a video camera system per WSA specifications. The total delivery cost of $215,000.00 is inclusive of all listed equipment. Board approval is requested to authorize the purchase.

Action: *Board Vote*

IXL INVOICE

IXL Learning has submitted **Renewal Quote No. 1680242-2**, dated July 27, 2026, in the amount of $48,395.00 for board review and approval. The quote renews the school's IXL subscriptions for the period August 7, 2026 through August 7, 2027 and includes IXL Personalized Learning Premium – Math and Science, Grades PK-8 ($42,900.00); IXL Personalized Learning Select – Math, Grades PK-12 ($4,200.00); and Express PD professional development services ($1,295.00). Board approval is requested to authorize payment.

Action: *Board Vote*

2026-2027 LEA SPECIFIC LICENSES

The license areas and endorsements shall be valid for three (3) academic years as indicated on the attached spreadsheet, which contains the associated educator information and rationale for the request. All LEA-Specific licenses will expire on June 30th of the final academic year approved. The Wallace Stegner Academy Board of Directors additionally acknowledges that LEA-

Specific educator licenses, license areas, or endorsements may be renewed by the Utah State Board of Education (USBE). These renewals will be approved or denied on a case-by-case basis.

Action: *Board Vote*

POLICIES

Parent and School Compact

Most of the revisions to this compact are stylistic in nature. One substantive change, however, is the commitment for parents to make sure their child comes to school regularly and on time at least 98% of the time (current compact version says 90% of the time).

Parent & Family Engagement Policy

Minor revisions to this policy have been made to clarify certain sections, including those on distribution of the policy to parents on an annual basis, notification to parents of the annual Title I Parent Meeting, how Title I related meetings may be conducted, and how other Title I resources will be communicated to parents. A non-discrimination statement was also added to the policy.

Purchasing and Disbursement Policy

As the school has grown significantly, the CEOs would like to explore revising the purchasing thresholds in this policy, including the threshold requiring Board approval, to better align with the school's current size, operational needs, and administrative structure.

Attendance Policy

The school's Attendance Policy and administrative procedures have been revised to reflect several bills enacted during the 2026 legislative session. HB 145 amended the definition of a “valid excuse.” HB 502 authorizes schools to include attendance as up to twenty percent (20%) of a student's final course grade for students in grades 7 through 12. SB 58 revised several attendance-related definitions, including “instructional hours” and “chronic absenteeism,” and established additional requirements for schools and governing boards. Among other things, SB 58 requires schools to regularly review attendance data to identify students at risk of chronic absenteeism, train relevant staff on the school's attendance policies and procedures, and implement attendance monitoring and intervention practices. It also requires governing boards to annually review attendance data, evaluate the effectiveness of attendance interventions, and ensure that the school has adequate resources to support attendance monitoring and intervention programs.

Capitalization and Expense Policy

Federal regulations (2 CFR § 200.313) and the Utah Division of Finance's Capital Assets Policy 9-1 were amended to increase the capitalization threshold from $5,000 to $10,000. The school's Capitalization and Expense Policy has been revised accordingly. The school’s accountant supports this policy change.

Electronic Resources Policy

This policy and the corresponding administrative procedures have been revised to comply with the changes to law, including those in SB 88 from the 2026 legislative session. The changes include specifying that the policy must be reviewed and approved at least every three years, that all rules and procedures applicable to the policy must be available for review at the school, that AI glasses are now included in the definition of “electronic device,” and that parents may request administration to allow their student to briefly use a privately-owned electronic device during non-instructional time at a specified location designated by the school. The changes also include clarifying the definition of “obscene” and “harmful to minors” and explaining that the school’s technology protection measures include a parent-accessible monitoring system that allows parents to review the activity of their children on school-owned electronic devices.

Fee Waiver Policy

HB 142 permits students to receive fee waivers for no more than two (2) school-sponsored trips per school year. To qualify for a fee waiver for a second school-sponsored trip during the same school year, a student must request the waiver and, in coordination with school administration, complete an action plan describing how the student or the student's family will contribute to the School or the community through work or other service in lieu of paying the trip fees. The School's Fee Waiver Policy has been revised to reflect these statutory changes.

Lottery and Enrollment Policy

The changes to this policy are intended to bring the policy into compliance with current law and the School's charter and Schedule A (if applicable) regarding enrollment preferences, and to reflect current law governing the denial of student admission based on prior disciplinary issues and misconduct (see SB 131 and SB 167 from 2026 legislative session). Additional revisions clarify the school’s procedures for addressing material misrepresentations or omissions in lottery applications that are discovered after a student has been enrolled.

Paid Parental and Postpartum Recovery Leave Policy

HB 329 from the 2026 legislative session expanded paid leave benefits for qualified LEA employees. The bill requires LEAs to provide an additional three (3) weeks of paid leave to an employee who adopts a child under six (6) years of age (this leave is in addition to the required three (3) weeks of parental leave already available a qualified employee who adopts a child). The bill also creates a separate category of foster leave, requiring LEAs to provide four (4) weeks of paid leave to a qualified employee who becomes a foster parent of a child. However, the school’s current Paid Parental and Postpartum Recovery Leave Policy already provides more paid leave that HB 329 requires, so no substantive revisions to the policy are needed. Minor revisions have been made to the policy to better clarify the leave available to qualified employees and make the language consistent throughout.

Procurement Policy

Religion and Education Policy

As a result of the passage of SB 260, the school's Religion and Education Policy has been revised to ensure that students may express their religious beliefs in schoolwork without discrimination, that schoolwork is neither penalized nor rewarded based on a student's religious perspective, and that the school provides employees and students with notice of the constitutional rights and freedoms addressed in the policy.

Sex Education Instruction Policy

HB 281 from the 2025 legislative session revised the definition of “sex education instruction.” It also modified the list of sex education related topics that are not allowed to be taught in school (e.g., adding abortion or abortive methods to the list of prohibited topics). In addition, HB 281 revised health curriculum requirements for junior high and high school students (e.g., requiring instruction in “situational awareness” and the “success sequence”). The school’s Sex Education Instruction Policy and admin procedures have been revised to comply with the updated definitions and requirements from HB 281. Other proposed revisions to the policy and procedure have also been made, including specifying that parent or staff complaints about the school's sex education instruction materials should be addressed in accordance with the school's applicable grievance policy.

Emergency Operations Plan

Action: *Board Vote*

RATIFIED 2026-2027 CEO EMPLOYMENT AGREEMENTS

Action: *Board Vote*

Wallace Stegner Academy
Board of Directors Meeting

Date: July 6, 2026
Teleconference: https://us02web.zoom.us/j/89652368105
In Attendance: Sarah Vaughan, Tony Furano, Reed Farnsworth, Frank Magana
Excused: Jeremy Schow
Others in Attendance: Adam Gerlach, Brad Taylor, Chantel Wixon, Hannah Jones, David Robertson, Brandon Johnson

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 10:32 AM.

CONSENT ITEMS

- June 17th, 2026, Board Meeting & Closed Session Minutes
  Sarah Vaughan made a motion to approve the June 17th, 2026, Board Meeting & Closed Session Minutes. Frank Magana seconded. The motion passed unanimously. The votes were as follows: Sarah Vaughan, Aye; Tony Furano, Aye; Frank Magana, Aye; Reed Farnsworth, Aye.

VOTING ITEMS

- Reimbursement Resolution
- Submission of Financing Application to UCSFA
- Approval of $30,000 deposit to UCSFA
  This resolution authorizes the reimbursement of expenditures incurred with respect to the acquisition and construction of school facilities from tax-exempt financing. Upon approval, the application and deposit will be submitted to UCSFA.
  Sarah Vaughan made a motion to approve the Reimbursement Resolution. Frank Magana seconded. The motion passed unanimously. The votes were as follows: Sarah Vaughan, Aye; Tony Furano, Aye; Frank Magana, Aye; Reed Farnsworth, Aye.

CALENDARING

The next board meeting is scheduled for August 5th, 2026, at 5:30 PM on Zoom.

ADJOURN

At 10:45 AM Sarah Vaughan made a motion to adjourn. Reed Farnsworth seconded. The motion passed unanimously. The votes were as follows: Sarah Vaughan, Aye; Tony Furano, Aye; Frank Magana, Aye; Reed Farnsworth, Aye.

RESOLUTION OF THE BOARD OF DIRECTORS OF
WALLACE STEGNER ACADEMY

FINANCING RESOLUTION

AUGUST 5, 2026

WHEREAS, the Board of Directors (the *"Board"*) of Wallace Stegner Academy (the *"School"*) has determined it is in the best interest of the School to enter into an amendment to the Loan Agreement (the *"Loan Agreement"*) between the School and the Utah Charter School Finance Authority (the *"Issuer"*) whereby the School will borrow the proceeds of the Issuer's Charter School Revenue Bonds (Wallace Stegner Academy) (the *"Bonds"*) to (a) finance the costs of the acquisition, construction, equipping and furnishing of certain charter school facilities and/or land located at (i) 4590 South 5600 West in West Valley City, Utah and (ii) 2525 North 160 West in Sunset, Utah (collectively, the *"Series 2026 Facilities"*), (b) fund a debt service reserve fund, and (c) pay certain costs of issuance (collectively, the *"Financing"*);

WHEREAS, the Board desires to authorize and approve the acquisition and construction of the Project.

WHEREAS, the Board desires to adopt procedures to assist the School in complying with its continuing disclosure obligations with respect to the Bonds;

WHEREAS, the Board desires to adopt procedures to assist the School in complying with the federal income tax requirements relating to tax-exempt bonds, including the Bonds;

WHEREAS, the Board desires to authorize and approve the Financing;

NOW THEREFORE Be It and It Is Hereby Resolved by the Board of Directors of Wallace Stegner Academy, as follows:

Section 1. The acquisition and construction of the Series 2022 School Facilities is hereby approved (the *"Project"*). The Board authorizes the Board President or, in his or her absence, any available member of the Board, to execute and deliver any documents related to the Project, including the agreements or purchase and sale and construction contracts.

Section 2. In connection with the issuance of the Bonds and the Financing, the Board hereby approves an Amendment to Loan Agreement (the *"Amendment to Loan Agreement"*) in substantially the form presented to the Board. The Board authorizes the Board Chair or, in his or her absence, any available member of the Board, to execute and deliver the Amendment to Loan Agreement, the Amendment to Deed of Trust, the Promissory Note, the Bond Purchase Agreement, the Continuing Disclosure Agreement and the Official Statement relating to the Financing and the issuance of the Bonds. Any capitalized terms used and not defined herein shall have the meaning attributed to such terms in the Loan Agreement or the Amendment to Loan Agreement.

Section 3. The form of the Preliminary Official Statement relating to the Bonds presented to the Board is hereby approved and the distribution and use of the Preliminary Official Statement and Official Statement is hereby approved, subject to further changes approved by the appropriate officers of the School. The preparation and use of the Preliminary Official Statement in substantially the form presented hereto (with such changes as may be approved by the appropriate officers of the School) is hereby approved.

Section 4. The members of the Board, officers, and employees of the School are hereby authorized and directed to execute and deliver for and on behalf of the School any or all additional certificates, documents and other papers and to perform all other acts they may deem necessary or appropriate in order to implement and carry out the matters authorized in this Resolution, including the Project, the Financing and the issuance of the Bonds.

Section 5. The Board hereby approves the continuing disclosure and tax compliance procedures attached hereto to as *Exhibit A* (the *"Tax Compliance and Disclosure Procedures"*) in order to assist the School in complying with (a) its continuing disclosure obligations with respect to the Bonds and any other bonds or other securities issued by the School or for the benefit of the school and (b) the federal income tax requirements with respect to the Bonds and any other tax-exempt bonds issued by the School or for the benefit of the school. Members of the Board, officers, and employees of the School are hereby authorized and directed to perform all acts they may deem necessary or appropriate in order to implement and carry out the Tax Compliance and Disclosure Procedures.

Section 6. All actions of the members of the Board, officers, and employees of the School that are in conformity with the purposes and intent of this Resolution, whether taken before or after the adoption hereof, are hereby ratified, confirmed and approved.

Section 7. If any provisions of this Resolution should be held invalid, the invalidity of such provision shall not affect the validity of any of the other provisions of this Resolution.

Section 8. All resolutions of the School or parts thereof, inconsistent herewith, are hereby repealed to the extent only of such inconsistency.

Section 9. This Resolution shall be effective immediately upon its adoption.

ADOPTED AND APPROVED as of the date first above written.

BOARD OF DIRECTORS OF WALLACE STEGNER ACADEMY

By ______________________________
Board President

ATTEST:

____
Board Member

EXHIBIT A

TAX COMPLIANCE AND DISCLOSURE PROCEDURES

WALLACE STEGNER ACADEMY

TAX AND DISCLOSURE COMPLIANCE PROCEDURES

Dated as of August 1, 2026

TAX AND DISCLOSURE COMPLIANCE PROCEDURE
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Exhibit A – List of Bonds Covered by this Compliance Procedure
Exhibit B – Annual Continuing Disclosure Compliance Checklist

TAX AND DISCLOSURE COMPLIANCE PROCEDURE

ARTICLE I

DEFINITIONS

Section 1.1. Definitions. Capitalized words and terms used in this Compliance Procedure have the following meanings:

"**Annual Compliance Checklist**" means a questionnaire and/or checklist described in **Section 6.1** hereof that is completed each year for the Tax-Exempt Bonds.

"**Annual Continuing Disclosure Compliance Checklist**" means the checklist attached as *Exhibit B*.

"Annual Report" means the information, consisting of annual financial information and operating data, required by the Continuing Disclosure Undertaking to be filed annually on EMMA.

"Bonds" means Disclosure Bonds and Tax-Exempt Bonds.

"**Bond Compliance Officer**" means the Institution's Director or, if the position of Director is vacant, the person filling the responsibilities of the Director for the Institution.

"**Bond Counsel**" means a law firm selected by the Institution to provide a legal opinion regarding the tax status of interest on the Tax-Exempt Bonds as of the issue date or the law firm selected to advise the Institution on matters referenced in this Compliance Procedure.

"**Bond Restricted Funds**" means the funds, accounts, and investments that are subject to arbitrage rebate and/or yield restriction rules that have been identified in the Tax Compliance Agreement for the Tax-Exempt Bonds.

"**Bond Transcript**" means the "transcript of proceedings" or other similarly titled set of transaction documents assembled by Bond Counsel following the issuance of the Tax-Exempt Bonds.

"Code" means the Internal Revenue Code of 1986, as amended.

"**Compliance Procedure**" means this Tax and Disclosure Compliance Procedure.

"**Continuing Disclosure Compliance File**" means documents and records which may consist of paper and electronic medium, maintained for the Disclosure Bonds, consisting of the following:

(a) List of Disclosure Bonds;

(b) Description of the deadline applicable to each Annual Report;

(c) Description of the financial information and operating data required to be included in each Annual Report;

(d) List of events requiring an Event Notice under the Continuing Disclosure Undertaking for each series of Disclosure Bonds; and

(e) Information about the Institution's compliance during the prior five years with the Continuing Disclosure Undertaking then in effect.

"Continuing Disclosure Undertaking" means the Continuing Disclosure Agreement(s), Continuing Disclosure Undertaking(s), Continuing Disclosure Instructions or other written certification(s) or agreement(s) entered into by the Institution in connection with the issuance of the Disclosure Bonds for the purpose of assisting the underwriters of such Disclosure Bonds in complying with the Rule.

"**Cost"** or **"Costs**" means all costs and expenses paid for the acquisition, design, construction, equipping or improvement of a Project Facility or costs of issuing Tax-Exempt Bonds for a Project Facility.

"**Disclosure Bonds**" means any outstanding bond, note, installment sale agreement, lease or certificate in connection with the issuance of which the Institution entered into or enters into a Continuing Disclosure Undertaking. A list of all Disclosure Bonds outstanding and subject to this Compliance Procedure as of August 1, 2026, is included on *Exhibit A*.

"EMMA" means the Electronic Municipal Market Access system for municipal securities disclosures established and maintained by the MSRB, which can be accessed at www.emma.msrb.org, or any successor system designated as the means through which municipal securities disclosures are submitted to the MSRB.

"**Event Notice"** means notice of the occurrence of an event for which notice is required by the Continuing Disclosure Undertaking to be filed on EMMA.

"**Final Written Allocation"** means the Final Written Allocation of Tax-Exempt Bond proceeds prepared pursuant to **Section 5.4** of this Compliance Procedure.

"**Financed Assets**" means that part of a Project Facility treated as financed with Tax-Exempt Bond proceeds as reflected in a Final Written Allocation or, if no Final Written Allocation was prepared, the accounting records of the Trustee and the Institution and the Tax Compliance Agreement for the Tax-Exempt Bonds.

"Financial Obligation" means a (i) debt obligation; (ii) derivative instrument entered into in connection with, or pledged as security or a source of payment for, an existing or planned debt obligation; or (iii) guarantee of (i) or (ii). The term Financial Obligation shall not include municipal securities as to which a final official statement has been provided to the MSRB consistent with the Rule.

"**Governing Body**" means the Governing Body of the Institution.

"Institution" means Wallace Stegner Academy.

"**Intent Resolution"** means a resolution of the Governing Body stating (1) the intent of the Institution to finance all or a portion of the Project Facility, (2) the expected maximum size of the financing and (3) the intent of the Institution to reimburse Costs of the Project Facility paid by the Institution from proceeds of the Tax-Exempt Bonds.

"IRS" means the Internal Revenue Service.

"Issuer" means a state or local governmental unit or an entity that issues on behalf of a state or local governmental unit.

"MSRB" means the Municipal Securities Rulemaking Board, or any successor repository designated as such by the Securities and Exchange Commission in accordance with the Rule.

"**Placed In Service**" means that date (as determined by the Bond Compliance Officer) when the Project Facility is substantially complete and in operation at substantially its design level.

"Primary Disclosure Document" means any official statement or offering document relating to an offering or remarketing of Disclosure Bonds by or on behalf of the Institution after the date of this Procedure.

"**Project Facility**" means one or more facilities or capital projects, including land, building, equipment, or other property, financed in whole or in part with proceeds of an issue of Tax-Exempt Bonds and other sources of funds, if any, pursuant to the same plan of finance.

"Quarterly Report" means the information required by the Continuing Disclosure Undertaking to be filed periodically on EMMA.

"**Rebate Analyst**" means the rebate analyst for the Tax-Exempt Bonds selected pursuant to the Tax Compliance Agreement.

"Regulations" means all regulations issued by the U.S. Treasury Department to implement the provisions of Code §§ 103 and 141 through 150 and applicable to tax-exempt obligations.

"Rule" means Rule 15c2-12 adopted by the Securities and Exchange Commission under the Securities Exchange Act of 1934, as amended.

"**Tax Compliance Agreement**" means the Federal Tax Certificate, Tax Compliance Agreement, Arbitrage Agreement, or other written certification or agreement of the Issuer and the

Institution setting out representations and covenants for satisfying the post-issuance tax compliance requirements for the Tax-Exempt Bonds.

"**Tax-Exempt Bonds**" means any bond, note, installment sale agreement, lease or certificate issued by an Issuer, the proceeds of which are to be loaned or otherwise made available to the Institution, and the interest on which is excludable from gross income for federal income tax purposes. A list of all Tax-Exempt Bonds outstanding and subject to this Compliance Procedure as of August 1, 2026, is included on *Exhibit A***.**

"**Tax-Exempt Bond File**" means documents and records which may consist of paper and electronic medium, maintained for the Tax-Exempt Bonds. Each Tax-Exempt Bond File will include the following information if applicable:

(a) Intent Resolution.

(b) Bond Transcript.

(c) Final Written Allocation and/or all available accounting records related to the Project Facility showing expenditures allocated to the proceeds of the Tax-Exempt Bonds and expenditures (if any) allocated to other sources of funds.

(d) All rebate and yield reduction payment calculations performed by the Rebate Analyst and all investment records provided to the Rebate Analyst for purposes of preparing the calculations.

(e) Forms 8038-T together with proof of filing and payment of rebate.

(f) Investment agreement bid documents (unless included in the Bond Transcript) including:

(1) bid solicitation, bid responses, certificate of broker;

(2) written summary of reasons for deviations from the terms of the solicitation that are incorporated into the investment agreement; and

(3) copies of the investment agreement and any amendments.

(g) Any item required to be maintained by the terms of the Tax Compliance Agreement involving the use of the Project Facility or expenditures related to tax compliance for the Tax-Exempt Bonds.

(h) Any opinion of Bond Counsel regarding the Tax-Exempt Bonds not included in the Bond Transcript.

(i) Amendments, modifications or substitute agreements to any agreement contained in the Bond Transcript.

(j) Any correspondence with the IRS relating to the Tax-Exempt Bonds including all correspondence relating to an audit by the IRS of the Tax-Exempt Bonds or any proceedings under the Tax-Exempt Bonds Voluntary Closing Agreement Program (VCAP).

(k) Any available questionnaires or correspondence substantiating the use of the Project Facility in accordance with the terms of the Tax Compliance Agreement for the Tax-Exempt Bonds.

(l) For refunding bond issues, the Tax-Exempt Bond File for the refunded Tax-Exempt Bonds.

(m) Form 990, Schedule K and all work papers related to the Tax-Exempt Bonds.

"Trustee" means the corporate trustee named in a trust indenture or other similar document included in the Bond Transcript for the Tax-Exempt Bonds.

ARTICLE II

PURPOSE AND SCOPE

Section 2.1. Purpose of Compliance Procedure.

(a) *Institution's Use of Tax-Exempt Bonds*. An issuer issues Tax-Exempt Bonds and loans or otherwise makes the proceeds available to the Institution to fund Costs of a Project Facility. The Institution understands that in exchange for the right to borrow at favorable interest rates and terms, the Code and Regulations impose ongoing requirements related to the proceeds of the Tax-Exempt Bonds and the Project Facility financed by the Tax-Exempt Bonds. These requirements focus on the investment, use and expenditure of proceeds of the Tax-Exempt Bonds and related funds as well as restrictions on the use of the Project Facility.

(b) *IRS Recommends Separate Written Procedures*. The Institution recognizes that the IRS has stated that all issuers of Tax-Exempt Bonds and conduit borrowers like the Institution should have separate written procedures regarding ongoing compliance with the federal tax requirements for Tax-Exempt Bonds.

(c) *Disclosure Responsibilities*. The Institution recognizes the issuance of Disclosure Bonds involves accessing the public capital markets and involves certain obligations arising out of the federal securities laws, including entering into the Continuing Disclosure Undertaking and properly communicating with investors.

(d) *Institution Commitment*. The Institution is committed to full compliance with the federal tax and securities law requirements applicable to its outstanding and future financings. This Compliance Procedure is adopted by the Governing Body to improve and promote tax and securities law compliance and documentation. As the Institution is primarily responsible for the expenditure and investment of proceeds of the Tax-Exempt Bonds, the use of the Financed Assets and the Project Facility, and disclosure of information related to the Disclosure Bonds, this Compliance Procedure provides that the Institution will assume substantially all obligations related to post-issuance compliance for the Tax-Exempt Bonds and the Disclosure Bonds issued for its benefit.

Section 2.2. Scope of Compliance Procedure; Conflicts. This Compliance Procedure applies to all Bonds currently outstanding and all Bonds issued in the future. If the provisions of this Compliance Procedure conflict with a Tax Compliance Agreement, Continuing Disclosure Undertaking or any other specific written instructions of Bond Counsel, the terms of the Tax Compliance Agreement, Continuing Disclosure Undertaking or specific written instructions of Bond Counsel will supersede and govern in lieu of this Compliance Procedure. Any exception to this Compliance Procedure required by Bond Counsel as part of a future issue of Tax-Exempt Bonds will be incorporated in the Tax Compliance Agreement for the future issue. Any requirements imposed on the Institution in the Tax Compliance Agreement, will be noted by the Bond Compliance Officer and incorporated into the Annual Compliance Checklist.

Section 2.3. Amendments and Publication of Compliance Procedure. This Compliance Procedure may be amended from time-to-time by the Governing Body. Copies of this Compliance Procedure and any amendments will be included in the permanent records of the Institution.

ARTICLE III

BOND COMPLIANCE OFFICER; TRAINING

Section 3.1. Bond Compliance Officer Duties. The Bond Compliance Officer is responsible for implementing this Compliance Procedure. The Bond Compliance Officer will work with other employees that use the Project Facility and the Trustee to assist in implementing this Compliance Procedure. The Bond Compliance Officer will consult with Bond Counsel, legal counsel to the Institution, accountants, tax return preparers and other outside consultants to the extent necessary to carry out the purposes of this Compliance Procedure.

Section 3.2. Training.

(a) *Training Programs*. When appropriate, the Bond Compliance Officer and/or other employees of the Institution under the direction of the Bond Compliance Officer will attend training programs offered by the IRS or other industry professionals regarding Tax-Exempt Bonds that are relevant to the Institution. When appropriate, the Bond Compliance Officer and/or other employees of the Institution under the direction of the Bond Compliance Officer will attend training programs offered by the SEC, the MSRB, Bond Counsel, or other industry professionals regarding securities law and disclosure requirements applicable to the Institution.

(b) *Change in Bond Compliance Officer*. Any time an individual acting as the Bond Compliance Officer passes the responsibilities for carrying out the provisions of this Compliance Procedure to another individual, the Institution will ensure the incoming individual acting as Bond Compliance Officer is trained on how to implement the policies and procedures included in this Compliance Procedure to ensure the Institution's continued compliance with the provisions of this Compliance Procedure and all Tax Compliance Agreements for any outstanding Tax-Exempt Bonds.

ARTICLE IV

TAX-EXEMPT BONDS CURRENTLY OUTSTANDING

Section 4.1. Tax-Exempt Bonds Covered by Article IV Procedures. This Article IV applies to all Tax-Exempt Bonds issued prior to the date of this Compliance Procedure that are currently outstanding. These Tax-Exempt Bonds are listed on *Exhibit A*.

Section 4.2. Tax-Exempt Bond File. As soon as practical, the Bond Compliance Officer will attempt to assemble as much of the Tax-Exempt Bond File as is available for the Tax-Exempt Bonds listed on *Exhibit A*.

Section 4.3. Annual Compliance Checklists. As soon as practical following the adoption of this Compliance Procedure, the Bond Compliance Officer will work with Bond Counsel and/or legal counsel to the Institution and cause Annual Compliance Checklists to be completed for all outstanding Tax-Exempt Bonds and will follow the procedures specified in Article VI to complete the Annual Compliance Checklists and thereafter include each completed Annual Compliance Checklist in the Tax-Exempt Bond File.

Section 4.4. Correcting Prior Deficiencies in Compliance. In the event the Bond Compliance Officer determines any deficiency in compliance with a Tax Compliance Agreement for an outstanding Tax-Exempt Bond listed on *Exhibit A*, the Bond Compliance Officer will consult with Bond Counsel and, as necessary, direct the Institution to follow the procedures described in the Regulations or the Tax-Exempt Bonds Voluntary Closing Agreement Program (VCAP) to remediate the noncompliance. If remediation of the noncompliance requires the Institution to submit a request under VCAP, the Bond Compliance Officer will undertake this step only after reporting the violation to the Governing Body and obtaining its approval.

ARTICLE V

COMPLIANCE PROCEDURE FOR NEW TAX-EXEMPT BOND ISSUES

Section 5.1. Application. This Article V applies to Tax-Exempt Bonds issued on or after the date of this Compliance Procedure.

Section 5.2. Prior to Issuance of Tax-Exempt Bonds.

(a) *Intent Resolution*. The Governing Body will authorize and approve the issuance of Tax-Exempt Bonds. Prior to or as a part of the authorizing resolution or ordinance, the Governing Body may adopt an Intent Resolution. The Bond Compliance Officer will provide the Issuer with a copy of the Intent Resolution upon request.

(b) *Directions to Bond Counsel*. The Bond Compliance Officer will provide a copy of this Compliance Procedure to Bond Counsel with directions for Bond Counsel to structure the documentation and procedural steps taken prior to issuing the Tax-Exempt Bonds so that they conform to the requirements of this Compliance Procedure, except to the extent Bond Counsel determines that different procedures are required. The Bond Compliance Officer will consult with Bond Counsel so that appropriate provisions are made to fund or reimburse the Institution's costs and expenses incurred to implement this Compliance Procedure. To the extent the Issuer relies on or acts at the direction of the Institution, the Tax Compliance Agreement will contain appropriate provision for Issuer indemnification by the Institution.

(c) *Tax Compliance Agreement*. For each issuance of Tax-Exempt Bonds, a Tax Compliance Agreement will be signed by the Bond Compliance Officer or other duly authorized officer of the Institution. The Tax Compliance Agreement will (1) describe the Project Facility and the anticipated Financed Assets, (2) identify all Bond Restricted Funds and provide for arbitrage and rebate compliance by the Institution, (3) for new money financings, require the Institution to complete a Final Written Allocation, and (4) contain a form of the Annual Compliance Checklist for the Tax-Exempt Bonds. The Bond Compliance Officer will confer with Bond Counsel and the Institution's counsel regarding the meaning and scope of each representation and covenant contained in the Tax Compliance Agreement.

(d) *Preliminary Cost Allocations*. For each issuance of Tax-Exempt Bonds, the Bond Compliance Officer in consultation with Bond Counsel and other Institution employees will prepare a preliminary cost allocation plan for the Project Facility. The preliminary cost allocation plan will identify the assets and expected costs for the Project Facility, and when necessary, will break-out the portions of Costs that are expected to be financed with proceeds of the Tax-Exempt Bonds (the "Financed Assets") and the portions, if any, expected to be financed from other sources.

(e) *Tax Review with Bond Counsel*. Prior to the sale of Tax-Exempt Bonds, the Bond Compliance Officer and Bond Counsel will review this Compliance Procedure together with the draft Tax Compliance Agreement to ensure that any tax compliance issues in the new financing are adequately addressed by this Compliance Procedure and/or the Tax Compliance Agreement. If Bond Counsel determines that this Compliance Procedure conflicts with the Tax Compliance Agreement, or must be supplemented to account for special issues or requirements for the Tax-Exempt Bonds, the Bond Compliance Officer will ask Bond Counsel to include the written modifications or additions in the final Tax Compliance Agreement. The Bond Compliance Officer will request Bond Counsel to prepare a form of Annual Compliance Checklist for use in monitoring the ongoing compliance requirements for the Tax-Exempt Bonds.

Section 5.3. Accounting and Recordkeeping.

(a) *Accounting for New Money Projects*. The Bond Compliance Officer will be responsible for accounting for the investment and allocation of proceeds of the Tax-Exempt Bonds. The Bond Compliance Officer will establish separate accounts or subaccounts to record expenditures for Costs of the Project Facility. The Bond Compliance Officer may use accounts established pursuant to a trust indenture for the Tax-Exempt bonds to assist it in accounting for the investment and expenditure of Tax-Exempt Bonds. In recording Costs for the Project Facility, the Bond Compliance Officer will ensure that the accounting system will include the following information: (1) identity of person or business paid, along with any other available narrative description of the purpose for the payment, (2) date of payment, (3) amount paid, and (4) invoice number or other identifying reference.

(b) *Accounting for Refunded Bonds and Related Refunded Bond Accounts*. For Tax-Exempt Bonds that are issued to refund prior Tax-Exempt Bonds, the Tax Compliance Agreement will set out special accounting and allocation procedures for the proceeds of the financing, and if necessary proceeds of the refinanced Tax-Exempt Bonds.

(c) *Tax-Exempt Bond File*. The Bond Compliance Officer will be responsible for assembling and maintaining the Tax-Exempt Bond File. The Bond Compliance Officer will provide copies to the Issuer of items contained in the Tax-Exempt Bond File upon request.

Section 5.4. Final Allocation of Tax-Exempt Bond Proceeds.

(a) *Preparation of Final Written Allocation; Timing*. The Bond Compliance Officer is responsible for making a written allocation of proceeds of Tax-Exempt Bonds to expenditures and identifying the Financed Assets. This process will be memorialized in the Final Written Allocation. For a new money financing, the Bond Compliance Officer will commence this process as of the earliest of (1) the requisition of all Tax-Exempt Bond proceeds from any segregated Tax-Exempt Bond funded account, (2) the date the Project Facility has been substantially completed or (3) four and one/half years following the issue date of the Tax-Exempt Bonds. For Tax-Exempt Bonds issued only to refund a prior issue of Tax-Exempt Bonds, the Bond Compliance Officer will work with Bond Counsel to prepare and/or document the Final Written Allocation for the Project Facility financed by the refunded Tax-Exempt Bonds and include it in the Tax Compliance Agreement.

(b) *Contents and Procedure*. The Bond Compliance Officer will consult the Tax Compliance Agreement and, if necessary, contact Bond Counsel to seek advice regarding any special allocation of Tax-Exempt Bond proceeds and other money of the Institution to the Costs of the Project Facility. If no special allocation is required or recommended, the Bond Compliance Officer will allocate Costs of the Project Facility to the proceeds of the Tax-Exempt Bonds in accordance with the Institution's accounting records. Each Final Written Allocation will contain the following: (1) a reconciliation of the actual sources and uses to Costs of the Project Facility, (2) the percentage of the cost of the Project Facility financed with proceeds of the Tax-Exempt Bonds (sale proceeds plus any investment earnings on those sale proceeds), (3) the Project Facility's Placed in Service date, (4) the estimated economic useful life of the Project Facility, and

(5) any special procedures to be followed in completing the Annual Compliance Checklist (e.g., limiting the Annual Compliance Checklist to specific areas of the Project Facility that the Final Written Allocation or the Tax Compliance Agreement treats as having been financed by Tax-Exempt Bonds).

(c) *Finalize Annual Compliance Checklist*. As part of the preparation of the Final Written Allocation, the Bond Compliance Officer will update the draft Annual Compliance Checklist contained in the relevant Tax Compliance Agreement. The Bond Compliance Officer will include reminders for all subsequent arbitrage rebate computations required for the Tax-Exempt Bonds in the Annual Compliance Checklist.

(d) *Review of Final Written Allocation and Annual Compliance Checklist*. Each Final Written Allocation and Annual Compliance Checklist will be reviewed by legal counsel to the Institution or Bond Counsel for sufficiency and compliance with the Tax Compliance Agreement and this Compliance Procedure. Following the completion of the review, the Bond Compliance Officer will execute the Final Written Allocation.

(e) *Certification of Compliance*. The Bond Compliance Officer will certify in writing to the Issuer and the Trustee completion of its responsibilities under this **Section 5.4**.

ARTICLE VI

ONGOING MONITORING PROCEDURES

Section 6.1. Annual Compliance Checklist. An Annual Compliance Checklist will be completed by the Bond Compliance Officer each year following completion of the Final Written Allocation. Each Annual Compliance Checklist will be designed and completed for the purpose of identifying potential noncompliance with the terms of the Tax Compliance Agreement or this Compliance Procedure and obtaining documents (such as investment records, arbitrage calculations, or other documentation for the Project Facility) that are required to be incorporated in the Tax-Exempt Bond File. The Bond Compliance Officer will refer any responses indicating a violation of the terms of the Tax Compliance Agreement to legal counsel to the Institution or Bond Counsel and, if recommended by counsel, will follow the procedure set out in **Section 4.4** hereof to remediate the non-compliance.

Section 6.2. Arbitrage and Rebate Compliance. The Bond Compliance Officer will monitor the investment of Bond Restricted Funds and provide investment records to the Rebate Analyst on a timely basis. The Bond Compliance Officer will follow the directions of the Rebate Analyst with respect to the preparation of and the timing of rebate or yield reduction computations.

Section 6.3. Form 990; Schedule K. The Bond Compliance Officer is responsible for ensuring the completion of Form 990; Schedule K on an annual basis. The Bond Compliance Officer will review Form 990; Schedule K each year to ensure the veracity of the information provided.

ARTICLE VII

DISCLOSURE

Section 7.1. Continuing Disclosure Compliance File .

(a) *Compilation and Maintenance of Continuing Disclosure Compliance File*. The Bond Compliance Officer shall compile and maintain the Continuing Disclosure Compliance File.

(b) *Annual Review of Continuing Disclosure Compliance File*. Within 180 days after the end of each fiscal year of the Institution, the Bond Compliance Officer will complete the Annual Continuing Disclosure Compliance Checklist and update the Continuing Disclosure Compliance File as indicated by the Annual Continuing Disclosure Compliance Checklist.

(c) *Remedying Noncompliance*. If the Bond Compliance Officer identifies any non-compliance with the Continuing Disclosure Undertaking as a result of the annual review or otherwise, the Bond Compliance Officer shall promptly take steps to remedy the noncompliance, including by making any necessary remedial filings. In the event the Bond Compliance Officer identifies any such noncompliance, the Bond Compliance Officer shall update the Continuing Disclosure Compliance File to reflect the noncompliance in the Institution's five-year history of compliance.

Section 7.2. Issuance of New Disclosure Bonds.

(a) *Review Primary Offering Documents*.

(1) The Bond Compliance Officer will review a draft of the Primary Offering Document for each new issue of Bonds. The Institution is primarily responsible for the accuracy and completeness of the information in the Primary Offering Document relating to the Institution. The Bond Compliance Officer will coordinate the Institution's efforts to ensure that the information in each Primary Disclosure Document relating to the Institution does not contain any untrue statements of a material fact or omit to state any material fact necessary to make the statements contained therein, in light of the circumstances under which they were made, not misleading. In the review and preparation of Primary Offering Documents, the Bond Compliance Officer shall consult with internal or external counsel and other appropriate officials, employees and agents of the Institution. The Bond Compliance Officer may designate internal or external counsel or other officials, employees or agents of the Institution, as appropriate, to assist in the preparation of each Primary Disclosure Document or portions thereof and should discuss with internal or external counsel questions relating to the material accuracy and completeness of any information included in any Primary Disclosure Document.

(2) The Bond Compliance Officer will review any statement in a Primary Offering Document related to the Institution's past compliance with the Continuing Disclosure Undertaking to determine whether such Primary Offering Document accurately describes such past compliance.

(b) *Review Continuing Disclosure Undertakings*. The Bond Compliance Officer will review each Continuing Disclosure Undertaking related to a new issuance of Disclosure Bonds. If necessary, the Bond Compliance Officer will confer with Bond Counsel or other counsel regarding the meaning and scope of each obligation contained in the Continuing Disclosure Undertaking.

(c) *Update Continuing Disclosure Compliance File*. As soon as practicable after the issuance of any new Disclosure Bonds, the Bond Compliance Officer will be responsible for updating the Continuing Disclosure Compliance File to reflect the issuance of such new Disclosure Bonds.

Section 7.3. Annual Report, Quarterly Report and Event Notice Filing Procedures.

(a) *Annual Report and Quarterly Report Preparation and Submission*. The Bond Compliance Officer will prepare or cause the preparation of the Annual Report and all Quarterly Reports and will cause the Annual Report and each Quarterly Report to be filed with the MSRB on EMMA before the applicable deadline[s] required by the Continuing Disclosure Undertaking. If the Institution has engaged a third-party to submit the Annual Report and the Quarterly Reports on the Institution's behalf, the Bond Compliance Officer will request and review confirmation that each filing has been timely made as required.

(b) *Event Notice Submissions*. As necessary, the Bond Compliance Officer shall coordinate with those other employees and agents of the Institution most likely to become aware of the occurrence of a Material Event to ensure such employee or agent promptly notifies the Bond Compliance Officer upon the occurrence of a Material Event. After obtaining actual knowledge of the occurrence of any event that the Bond Compliance Officer believes may constitute an event requiring an Event Notice, the Bond Compliance Officer will consult with counsel to assist with the determination of whether to determine if an Event Notice is required under the Continuing Disclosure Undertaking. If it is determined that an Event Notice is required, the Bond Compliance Officer will cause an Event Notice to be filed on EMMA.

ADOPTED BY THE GOVERNING BODY ON AUGUST 5, 2026

EXHIBIT A

LIST OF TAX-EXEMPT BONDS AND DISCLOSURE BONDS COVERED BY THIS COMPLIANCE PROCEDURE

Tax-Exempt Bonds

Disclosure Bonds

EXHIBIT B

ANNUAL DISCLOSURE COMPLIANCE CHECKLIST

Name of Disclosure Compliance Officer:	______________________
Period covered by checklist ("Annual Period"):	______________________
Date:	______________________

Item	Question	Response
1 **New/Defeased Bonds**	Were any Disclosure Bonds issued, refunded or defeased during the Annual Period?	☐ Yes ☐ No
	If answer above was "Yes," update the Continuing Disclosure Compliance File to reflect the Bonds currently outstanding and changes, if any, to the deadline for filing or the content of information required under the Continuing Disclosure Undertaking.	
2 **Annual Report Filings**	During the Annual Period, were the required Annual Report and Quarterly Reports filed on EMMA by the due date?	☐ Yes ☐ No
	If answer above was "No," file the required Annual Report and Quarterly Report(s) on EMMA, if not yet filed, and any required Notice of Failure to File. In either case, update the Disclosure Compliance File to reflect the filing date of the Annual Report and Quarterly Reports.	
3 **Material** **Event Filings**	During the Annual Period, did any of the following Material Events occur? • principal and interest payment delinquencies;	☐ Yes ☐ No

	• non-payment related defaults, if material; • unscheduled draws on debt service reserves reflecting financial difficulties; • unscheduled draws on credit enhancements reflecting financial difficulties; • substitution of credit or liquidity providers, or their failure to perform; • adverse tax opinions, the issuance by the Internal Revenue Service of proposed or final determinations of taxability, Notices of Proposed Issue (IRS Form 5701-TEB) or other material notices or determinations with respect to the tax status of the Bonds, or other material events affecting the tax status of the Bonds; • modifications to rights of bondholders, if material; • bond calls, if material, and tender offers; • defeasances; • release, substitution or sale of property securing repayment of the Bonds, if material; • rating changes; • bankruptcy, insolvency, receivership or similar event of the obligated person; • the consummation of a merger, consolidation, or acquisition involving the obligated person or the sale of all or substantially all of the assets of the obligated person, other than in the ordinary course of business, the entry into a definitive agreement to undertake such an action or the termination of a definitive agreement relating to any such actions, other than pursuant to its terms, if material; • appointment of a successor or additional trustee or the change of name of the trustee, if material; • the incurrence of a Financial Obligation of the obligated person, if material, or agreement to covenants, events of default, remedies, priority rights, or other similar terms of a Financial Obligation of the obligated person, any of which	

	affect security holders, if material; and • a default, event of acceleration, termination event, modification of terms, or other similar events under the terms of a Financial Obligation of the obligated person, any of which reflect financial difficulties	
	If answer above was “Yes,” was an Event Notice filed on EMMA within 10 business days? If No, file an Event Notice on EMMA. If a Material Event occurred, update the Continuing Disclosure Compliance File to reflect the occurrence of the Material Event and the date the required notice was filed.	☐ Yes ☐ No
4 **Upcoming Annual Report**	Has the Annual Report for the most recent fiscal year been prepared?	☐ Yes ☐ No
	If answer above was “No,” prepare and file or cause the preparation and filing of the Annual Report for the most recent fiscal year as soon as practicable prior to the deadline.	

INVOICE

Mariposa Consulting Group
14007 Panther Valley
Helotes, TX 78023

vanessa@mariposacg.com
+1 (512) 657-5461
www.mariposacg.com

Bill to
Anthony Sudweeks
Wallace Stegner Public Schools

Ship to
Anthony Sudweeks
Wallace Stegner Public Schools

Invoice details
Invoice no.: 2283
Terms: Net 30
Invoice date: 07/01/2026
Due date: 07/31/2026

#	Date	Product or service	Description	Qty	Rate	Amount
1.	07/01/2026	**Enrollment and Marketing Consulting**	Marketing Accelerator Program Coaching and Capacity Invoice 4 of 4	1	$8,250.00	$8,250.00
2.	07/01/2026	**Direct Media Costs**	Student Recruitment Advertising Costs Invoice 4 of 4	1	$30,000.00	$30,000.00

Total **$38,250.00**

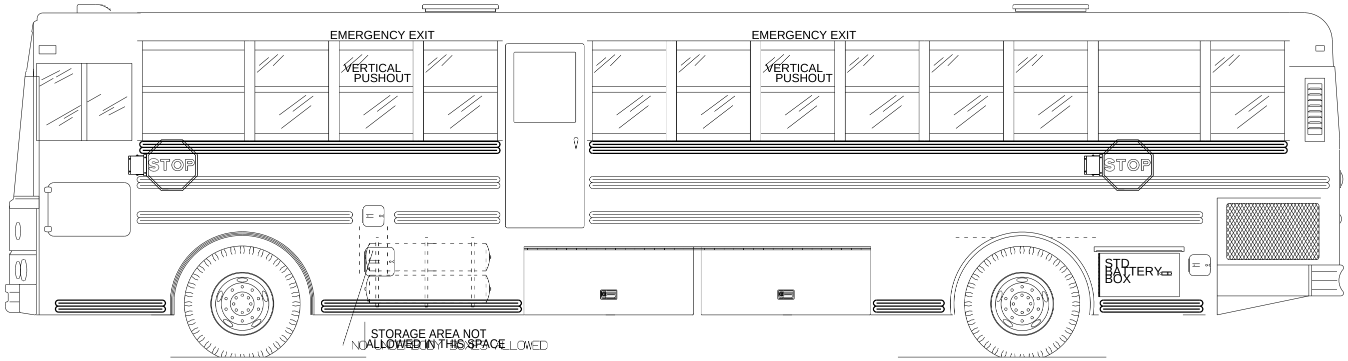
Ways to pay

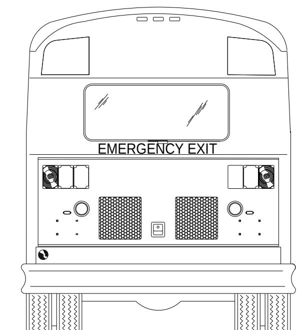
VISA BANK PayPal venmo

View and pay

CAD DRAWING - DO NOT MAKE MANUAL CHANGES

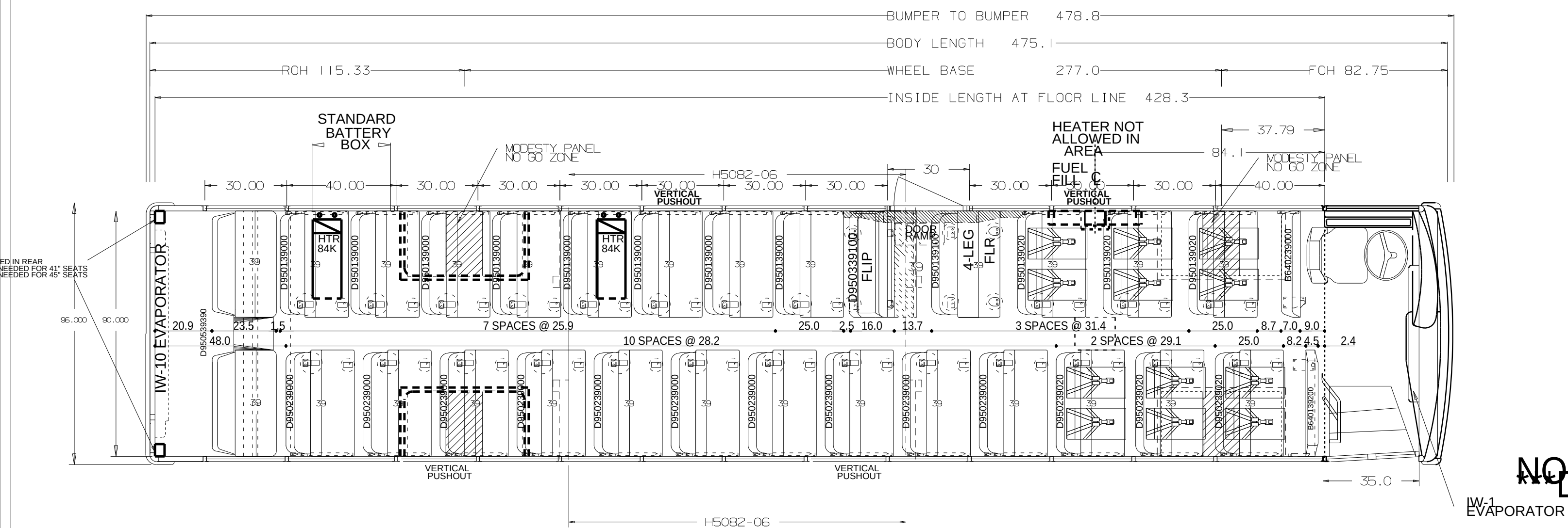
SEATING CAPACITY: 84 + DRIVER

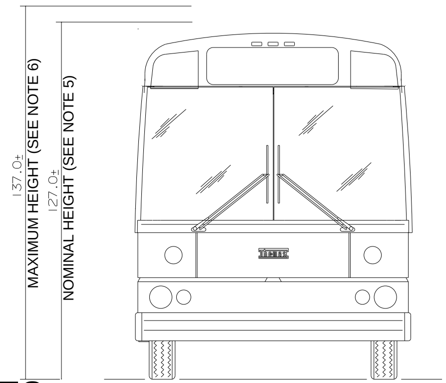




CAUTION! - LEFT SIDE BARRIER IS NOT IN STANDARD LOCATION, SEE SEATING PLAN.

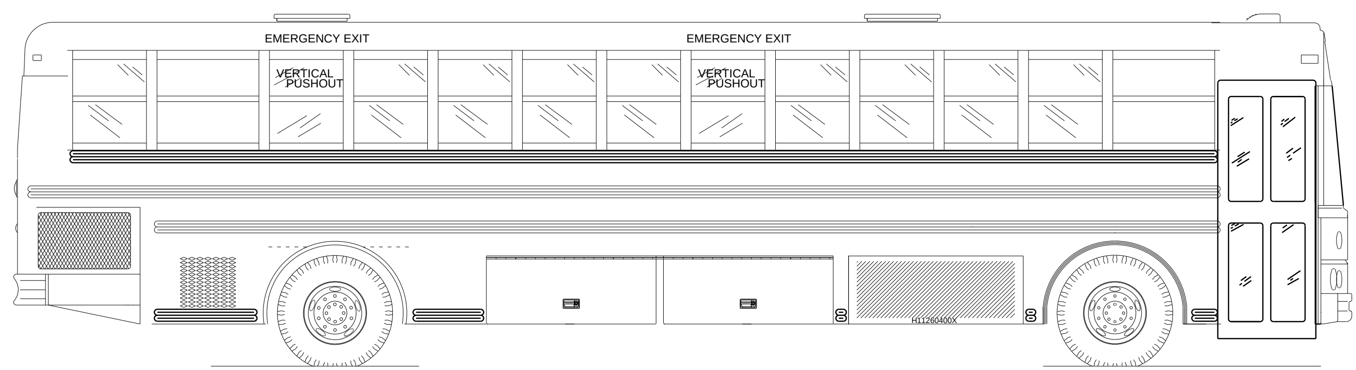
CAUTION! - RIGHT SIDE BARRIER IS NOT IN STANDARD LOCATION, SEE SEATING PLAN.





NOTES:

DEMO UNIT



Model: HDX2
Quote Number: 415520
Locality: UT

GENERAL NOTES

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6. THE MAXIMUM BUS HEIGHT IS BASED ON BODY WITH OPTIONS SUCH AS A/C UNITS, STROBE LIGHT, LARGEST SUSPENSION ETC.
7. "OVER BUMPER" DIMENSION DOES NOT TAKE INTO ACCOUNT OPTIONS THAT MAY ADD TO THE TOTAL LENGTH OF THE BUS, SUCH AS MIRRORS, LIGHTS AND CROSSING ARMS.

SIDE	ROW	SPACING	KNEE ROOM
LEFT		31.4	29.4
LEFT		25.9	24.4
RIGHT		29.1	27.1
RIGHT		28.2	26.7

THOMAS BUILT BUSES,INC
HIGH POINT,NC

TITLE: PLAN AND ELEVATION BODY 380DS

DRN:10-30-25 BY:T. Dean | SIZE S | DWG. NO. 912831
SCALE 3/8"=12"

ALL DIMENSIONS & FIGURES ARE REFERENCE ONLY!!

CAD DRAWING - DO NOT MAKE MANUAL CHANGES

LEFT SIDE RAFTER HOLES

HOLE	DIM "A1"	DIM "A2"	TYPE
1	0.563	130.563	R1
2	15.563	115.563	SL
3	30.563	100.563	R1
4	45.563	85.563	SL
5	60.563	70.563	R1
6	71.325	59.800	R3
7	75.563	55.563	SL
8	81.325	49.800	R3
9	90.563	40.563	R2
10	93.325	37.800	WH
11	103.963	27.162	SL
12	105.325	25.800	R3
13	115.325	15.800	R3
14	117.263	13.862	SL
15	120.562	10.563	DP
16	130.563	0.563	R1
1	0.563	220.563	R1
2	13.963	207.162	SL
3	27.262	193.863	SL
4	40.563	180.563	R1
5	45.075	176.050	R3
6	55.075	166.050	R3
7	55.563	165.563	SL
8	67.075	154.050	WH
9	70.563	150.563	R2
10	79.075	142.050	R3
11	85.563	135.563	SL
12	89.075	132.050	R3
13	100.563	120.563	R1
14	115.563	105.563	SL
15	130.563	90.563	R1
16	145.563	75.563	SL
17	160.563	60.563	R1
18	175.563	45.563	SL
19	190.563	30.563	R1
20	205.563	15.563	SL
21	210.562	10.563	DP
22	220.563	0.563	R1

LEFT SIDE SEAT HOLES

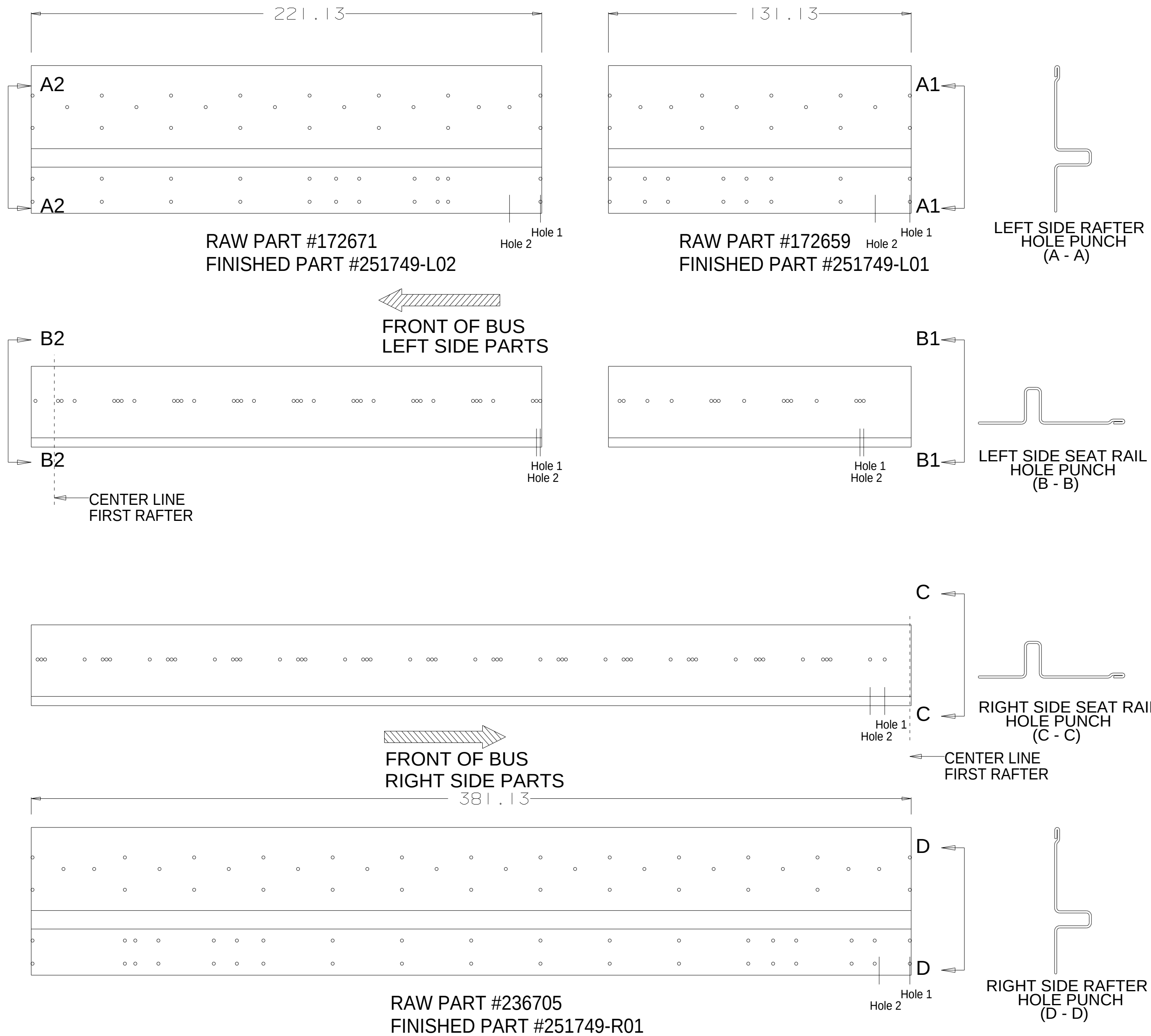
HOLE	DIM "B1"	DIM "B2"
1	20.562	110.563
2	22.182	108.943
3	23.782	107.343
4	40.942	90.183
5	51.962	79.163
6	53.582	77.543
7	55.182	75.943
8	72.343	58.782
9	83.362	47.763
10	84.982	46.143
11	86.582	44.543
12	103.742	27.383
13	114.243	16.882
14	124.532	6.593
15	126.282	4.843
1	0.663	220.462
2	2.283	218.842
3	3.883	217.242
4	21.043	200.082
5	26.563	194.562
6	28.183	192.942
7	29.783	191.342
8	46.943	174.182
9	52.463	168.662
10	54.083	167.042
11	55.683	165.442
12	72.843	148.282
13	78.363	142.762
14	79.983	141.142
15	81.583	139.542
16	98.743	122.382
17	104.262	116.863
18	105.882	115.243
19	107.482	113.643
20	124.642	96.483
21	130.162	90.963
22	131.782	89.343
23	133.382	87.743
24	150.542	70.583
25	156.062	65.063
26	157.682	63.443
27	159.282	61.843
28	176.442	44.683
29	181.962	39.163
30	183.582	37.543
31	185.182	35.943
32	202.342	18.783
33	207.963	13.162
34	209.543	11.582
35	219.293	1.832

RIGHT SIDE SEAT HOLES

HOLE	DIM "C"
1	11.463
2	17.782
3	34.942
4	36.542
5	38.162
6	46.883
7	64.043
8	65.642
9	67.263
10	75.983
11	93.143
12	94.743
13	96.363
14	104.183
15	121.343
16	122.943
17	124.563
18	132.383
19	149.543
20	151.143
21	152.763
22	160.583
23	177.743
24	179.343
25	180.963
26	188.783
27	205.943
28	207.542
29	209.162
30	216.982
31	234.142
32	235.742
33	237.362
34	245.182
35	262.342
36	263.943
37	265.563
38	273.382
39	290.543
40	292.143
41	293.763
42	301.582
43	318.743
44	320.343
45	321.963
46	329.782
47	346.943
48	348.543
49	350.163
50	357.982
51	375.142
52	376.743
53	378.363

RIGHT SIDE RAFTER HOLES

HOLE	DIM "D"	TYPE
1	0.563	R1
2	10.563	DP
3	13.863	SL
4	15.800	R3
5	25.800	R3
6	27.163	SL
7	37.800	WH
8	40.563	R2
9	49.800	R3
10	55.563	SL
11	59.800	R3
12	70.563	R1
13	85.563	SL
14	100.563	R1
15	115.563	SL
16	130.563	R1
17	145.563	SL
18	160.563	R1
19	175.563	SL
20	190.563	R1
21	205.563	SL
22	220.563	R1
23	235.563	SL
24	250.563	R1
25	265.563	SL
26	280.563	R1
27	292.050	R3
28	295.563	SL
29	302.050	R3
30	310.563	R2
31	314.050	WH
32	325.563	SL
33	326.050	R3
34	336.050	R3
35	340.563	R1
36	353.863	SL
37	367.163	SL
38	380.563	R1



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Model: HDX2
Quote Number: 415520
Locality: UT

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THOMAS BUILT BUSES,INC
HIGH POINT,NC WOODSTOCK,CANADA

TITLE SEAT RAIL - HDX2 BODY 380DS

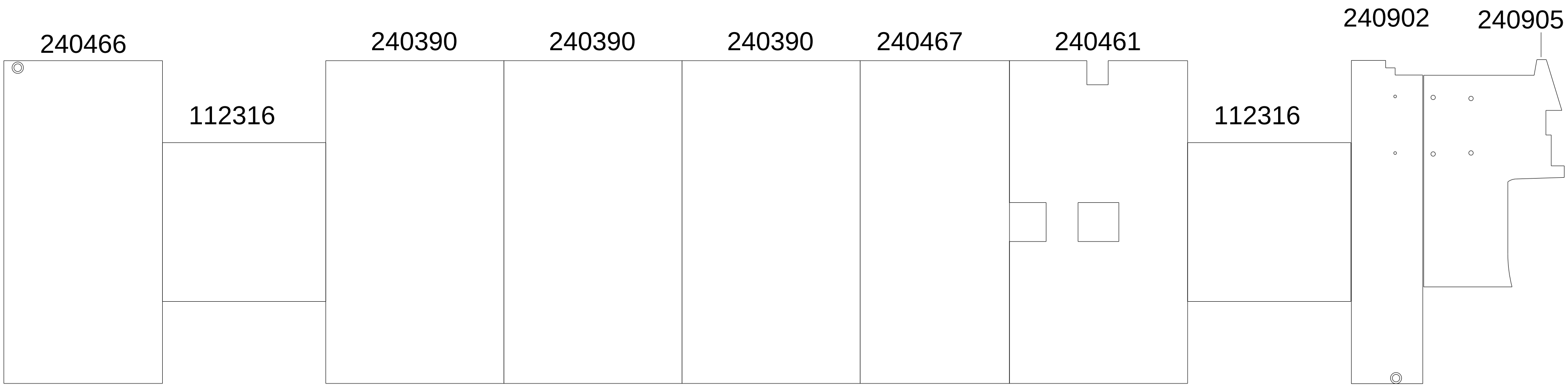
DRN:10-30-25	BY:T. Dean	SIZE S	DWG. NO. 912831
SCALE 3/8"=12"			

DO NOT MAKE MANUAL CHANGES TO DRAWING

DO NOT MAKE MANUAL CHANGES TO DRAWING

Program Version: 25.10.23.2

CAD DRAWING - DO NOT MAKE MANUAL CHANGES



RAW PART	QTY
240905	1
240902	1
112316	2
240461	1
240467	1
240390	3
240466	1

FRONT OF BUS

Model: HDX2
Quote Number: 415520
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THOMAS BUILT BUSES,INC
HIGH POINT,NC

TITLE PLYWOOD FLOOR
BODY 380DS

DRN:10-30-25 BY:T. Dean
SCALE 3/8"=12"
SIZE S
DWG. NO. 912831

CAD DRAWING - DO NOT MAKE MANUAL CHANGES

* * * WEIGHT DISTRIBUTION REPORT * * *

***** WEIGHT O.K. *****

SEATINGPLAN: 912831
ORDER NO: 415520
YARD NO:
BODY MODEL: 380DS
CHASSIS MAKE: THOS
WHEELBASE: 277.0
DATE: 10-30-25
TIME: 13:29:39

Weight Summary	Front	%Front	Rear	%Rear	Total
Total Weight	12757.51	37%	21636.49	63%	34394.00
Allowables	13200.00		23000.00		36200.00
Unladen	8850.39	37%	15313.61	63%	24164.00
Base Body	3527.13		4077.87		7605.00
Body Options	1931.11		1904.89		3836.00
Base Chassis	2523.00		7433.00		9956.00
Chassis Options	869.15		1897.85		2767.00
Passenger	3907.13		6322.87		10230.00
State Special	0.00		0.00		0.00

NOTES:

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* THE WEIGHT AND AXLE RATINGS IN THIS REPORT APPLY ONLY TO *
* ORDER NO. 415520 AND REFERENCE SEATING PLAN 912831 *
* ANY OPTIONS EXCEEDING 20 LBS. OR SEATING PLAN CHANGES NOT ON *
* THIS REPORT OR MADE AFTER THE SUBMISSION DATE AND TIME WILL *
* NULLIFY RESPONSIBILITY OF THOMAS BUILT BUSES ENGINEERING *
* DEPARTMENT OF THE SAFE OPERATION OF THE VEHICLE *
****

* THIS SHEET MUST ACCOMPANY ORIGINAL ORDER.
SIGNATURE OF ENGINEERING APPROVAL:

Turner Jr, Herman

******************* BODY OPTIONS *******************

Option	Description	Front	Rear	Total
B640139200	39" BARR-VERT,WALL MT 45"H RS RIGHT SIDE	34.79	-3.79	31.00
B640239000	39"8DEG BARR-REV. WALL-MT 45"H LEFT SIDE	33.97	-2.97	31.00
D900104001	SEAT-DRIVER NATIONAL W/HEAT	60.97	-10.97	50.00
D900302001	ARMREST NATIONAL DR’S ST. BOTH	4.85	1.15	6.00
D900503007	PEDESTAL-NATIONAL AIR 2 SHOCKS	38.82	9.18	48.00
D901600001	ELEC-PEDESTAL, HEATED SEAT NAT	84.00	0.00	84.00
D950139000	SBR 39 LS WALL LEFT SIDE	28.07	31.93	60.00
D950139000	SBR 39 LS WALL LEFT SIDE	22.46	37.54	60.00
D950139000	SBR 39 LS WALL LEFT SIDE	16.85	43.15	60.00
D950139000	SBR 39 LS WALL LEFT SIDE	11.24	48.76	60.00
D950139000	SBR 39 LS WALL LEFT SIDE	5.63	54.37	60.00
D950139000	SBR 39 LS WALL LEFT SIDE	0.02	59.98	60.00
D950139000	SBR 39 LS WALL LEFT SIDE	-5.59	65.59	60.00
D950139000	SBR 39 LS WALL LEFT SIDE	-11.20	71.20	60.00
D950139020	SBR 39 LS WALL ICS2 LEFT SIDE	70.00	-1.00	69.00
D950139020	SBR 39 LS WALL ICS2 LEFT SIDE	62.17	6.83	69.00
D950139020	SBR 39 LS WALL ICS2 LEFT SIDE	54.35	14.65	69.00
D950139100	SBR 39 LS FLOOR LEFT SIDE	48.55	23.45	72.00
D950239000	SBR 39 RS WALL RIGHT SIDE	44.23	15.77	60.00
D950239000	SBR 39 RS WALL RIGHT SIDE	38.12	21.88	60.00
D950239000	SBR 39 RS WALL RIGHT SIDE	32.01	27.99	60.00
D950239000	SBR 39 RS WALL RIGHT SIDE	25.91	34.09	60.00
D950239000	SBR 39 RS WALL RIGHT SIDE	19.80	40.20	60.00

D950239000	SBR 39 RS WALL RIGHT SIDE	13.69	46.31	60.00
D950239000	SBR 39 RS WALL RIGHT SIDE	7.58	52.42	60.00
D950239000	SBR 39 RS WALL RIGHT SIDE	1.47	58.53	60.00
D950239000	SBR 39 RS WALL RIGHT SIDE	-4.64	64.64	60.00
D950239000	SBR 39 RS WALL RIGHT SIDE	-10.74	70.74	60.00
D950239020	SBR 39 RS WALL ICS2 RIGHT SIDE	72.39	-3.39	69.00
D950239020	SBR 39 RS WALL ICS2 RIGHT SIDE	65.14	3.86	69.00
D950239020	SBR 39 RS WALL ICS2 RIGHT SIDE	57.89	11.11	69.00
D950339100	SBR 39 LS FLIP LEFT SIDE	40.10	34.90	75.00
D950539390	SBR 39/39 DAV LEFT SIDE	-42.56	189.56	147.00
H103900000	FE-5 3A-40BC	5.00	0.00	5.00
H105400001	FAN-CIRC MID W/S HDR BLACK (1)	2.74	0.26	3.00
H105600000	FAN-CIRC DRV'S WDO HDR BLACK	2.57	0.43	3.00
H105800001	HORN-AIR, UNDER FLOOR	4.00	0.00	4.00
H106500000	VISOR-W/S SUN 6"X30" TINTED	2.87	0.13	3.00
H106600003	HORN-SPEAKER CHASSIS MOUNTED	2.09	-0.09	2.00
H106902000	RADIO-AM/FM DEA700 W/PAGE	4.61	-0.61	4.00
H108800002	FLAPS-MUD, REAR 22.5"W	12.00	0.00	12.00
H108900001	FLAPS-MUD, FRONT 16"W X 12"H	10.92	1.08	12.00
H110024UTH	KIT,FIRST AID 24 UNIT UTAH	4.00	0.00	4.00
H110101UTH	KIT,BODY FLUID CLEAN UP UTAH	2.87	0.13	3.00
H112604005	CONDENSER- CM3 (2)	108.53	31.47	140.00
H122400000	TRIANGLES-REFL. 3 W/BOX	11.00	0.00	11.00
H123000002	DOOR-STORAGE BOX W/O GLASS	25.02	4.98	30.00
H123800000	ANTENNA - RADIO SWIVEL BASE	1.77	0.23	2.00
H304100000	DOOR-SI EMERG LS CTR 30" OPG	61.30	38.70	100.00
H358204000	HALO 8-LIGHT WARN SYSTEM	4.40	5.60	10.00
H400200001	MONITOR-LPS WARN NONE	3.00	0.00	3.00
H500001006	ACCUSTYLE, HTD, RMT, RS EXTND	17.35	0.65	18.00
H500605015	SIGN-STOP, ELEC FRT #SE2-7980C	27.19	0.81	28.00
H500705009	SIGN-STOP, ELEC RR #SE2-7981-C	-1.69	16.69	15.00
H505701021	FENDERETTE-STL/RBR (4)	0.00	6.00	6.00
H508200006	LUGGAGE COMPT-THRU,DELUXE-125"	246.40	348.60	595.00
H601701380	FLR-PLYWD MARINE GRADE 251T	382.00	0.00	382.00
H602001380	SPEAKERS-INT. 30 WAT.(8) 380	11.00	0.00	11.00
H602200009	MIRROR-INT 6"X30" 360 CAMERA	7.13	0.87	8.00
H604209084	HTR-U/S LS 84,000 BTU LOC 9	4.43	18.57	23.00
H604412084	HTR-U/S LS 84,000 BTU LOC 12	-4.21	27.21	23.00
H609600500	INSULATION-SIDELINING 2" POLY	2.00	0.00	2.00
H609800000	INSULATION-RR BULKHEAD 2" POLY	2.00	0.00	2.00
H609901002	INSULATION-FRT BULKHEAD W/ACRS	2.00	0.00	2.00
H610339003	RAIL-ASIST FT ENT DR 39"W 1.2 Y	6.01	1.99	8.00
H610600380	INSULATION - RAFTER CAVITY 380	2.00	0.00	2.00
H611000003	RAIL-ASSIST FRT ENT DR RS 1.25 YEL	4.40	0.60	5.00
H614918000	RAMP-SI DOOR 18" @ DOOR SILL	1.92	1.08	3.00
H616900000	INSULATION-INT SHORT REAR END	2.00	0.00	2.00
H701600008	WDO-DRIVER'S TEMP TINT	21.99	1.01	23.00
STDRH1976	ROOF HATCH MODEL 1976 ENG (D107317000)	11.63	3.37	15.00
STDRH1976	ROOF HATCH MODEL 1976 ENG (D107317000)	0.26	14.74	15.00
STDTACIW10	C2 IW-10 EVAP. REAR MOUNT	-24.70	82.70	58.00
STDYACIWFT	HDX AC EVAPORATOR IW- 1 FRONT MT	51.92	-0.92	51.00
STDYDFTKLS	DEF TANK DOOR LS HDX	-30.97	180.97	150.00
Body Option Total		1931.11	1904.89	3836.00

******************* CHASSIS OPTIONS *******************

Option	Description	Front	Rear	Total
C183000000	TRIPLE 12-VLT GRP 31 BATTERIES	-28.92	208.92	180.00
C186500000	CHASSIS MOUNTED BATTERY BOX, HDX2	-7.34	56.34	49.00
C242600300	CUMMINS L9-300 ENGINE (HDX)	-172.74	722.74	550.00
C250012000	CHASIS A/C KIT-05K,270AMP(HDX)	-11.12	42.12	31.00
C336504000	100 GAL FUEL TANK BTR	343.92	12.08	356.00
C340500000	TOW HOOKS, FRONT - TWO (2)	12.89	-2.89	10.00
C341002000	TOW HOOKS- REAR (2)	10.00	0.00	10.00
C343000000	ENGINE SKID BAR	-20.00	74.00	54.00
C442201000	HENDRICKSON FRONT AIR SUSP-HDX	280.00	0.00	280.00
C443000000	HENDRICKSN"COMFORT AIR"SUSPENS	0.00	-70.00	-70.00
C531151000	MICHELIN 11R22.5 16H PLY XDN2	0.00	524.00	524.00
C531603000	MICHELIN 11R22.5 16(H)PLY XZE2	252.00	0.00	252.00
C599000004	BATT HLD DOWN BRCKT-DELX 3 BAT	46.47	2.53	49.00
C656007000	DISC WHEEL-8.25X22.5,5H(BLACK)	164.00	0.00	164.00
C656007000	DISC WHEEL-8.25X22.5,5H(BLACK)	0.00	328.00	328.00
Chassis Option Total		869.15	1897.85	2767.00

* * * WEIGHT DISTRIBUTION REPORT * * *

******************* PASSENGER WEIGHTS *******************

#	Option	Description	Side	Front	Rear	Total
1	D900104001	SEAT-DRIVER NATIONAL W/HEAT	SIDE	168.84	-18.84	150.00
3	D950139020	SBR 39 LS WALL ICS2 LEFT SIDE	LEFT SIDE	369.10	-9.10	360.00
3	D950139020	SBR 39 LS WALL ICS2 LEFT SIDE	LEFT SIDE	328.29	31.71	360.00
3	D950139020	SBR 39 LS WALL ICS2 LEFT SIDE	LEFT SIDE	287.48	72.52	360.00
3	D950139100	SBR 39 LS FLOOR LEFT SIDE	LEFT SIDE	246.67	113.33	360.00
3	D950339100	SBR 39 LS FLIP LEFT SIDE	LEFT SIDE	196.38	163.62	360.00
3	D950139000	SBR 39 LS WALL LEFT SIDE	LEFT SIDE	172.33	187.67	360.00
3	D950139000	SBR 39 LS WALL LEFT SIDE	LEFT SIDE	138.67	221.33	360.00
3	D950139000	SBR 39 LS WALL LEFT SIDE	LEFT SIDE	105.01	254.99	360.00
3	D950139000	SBR 39 LS WALL LEFT SIDE	LEFT SIDE	71.35	288.65	360.00
3	D950139000	SBR 39 LS WALL LEFT SIDE	LEFT SIDE	37.69	322.31	360.00
3	D950139000	SBR 39 LS WALL LEFT SIDE	LEFT SIDE	4.03	355.97	360.00
3	D950139000	SBR 39 LS WALL LEFT SIDE	LEFT SIDE	-29.63	389.63	360.00
3	D950139000	SBR 39 LS WALL LEFT SIDE	LEFT SIDE	-63.29	423.29	360.00
6	D950539390	SBR 39/39 DAV LEFT SIDE	LEFT SIDE	-200.66	920.66	720.00
3	D950239020	SBR 39 RS WALL ICS2 RIGHT SIDE	RIGHT SIDE	381.57	-21.57	360.00
3	D950239020	SBR 39 RS WALL ICS2 RIGHT SIDE	RIGHT SIDE	343.75	16.25	360.00
3	D950239020	SBR 39 RS WALL ICS2 RIGHT SIDE	RIGHT SIDE	305.94	54.06	360.00
3	D950239000	SBR 39 RS WALL RIGHT SIDE	RIGHT SIDE	269.29	90.71	360.00
3	D950239000	SBR 39 RS WALL RIGHT SIDE	RIGHT SIDE	232.64	127.36	360.00
3	D950239000	SBR 39 RS WALL RIGHT SIDE	RIGHT SIDE	195.99	164.01	360.00
3	D950239000	SBR 39 RS WALL RIGHT SIDE	RIGHT SIDE	159.34	200.66	360.00
3	D950239000	SBR 39 RS WALL RIGHT SIDE	RIGHT SIDE	122.69	237.31	360.00
3	D950239000	SBR 39 RS WALL RIGHT SIDE	RIGHT SIDE	86.04	273.96	360.00
3	D950239000	SBR 39 RS WALL RIGHT SIDE	RIGHT SIDE	49.39	310.61	360.00
3	D950239000	SBR 39 RS WALL RIGHT SIDE	RIGHT SIDE	12.74	347.26	360.00
3	D950239000	SBR 39 RS WALL RIGHT SIDE	RIGHT SIDE	-23.91	383.91	360.00
3	D950239000	SBR 39 RS WALL RIGHT SIDE	RIGHT SIDE	-60.56	420.56	360.00
Passenger Totals				3907.13	6322.87	10230.00

RENEWAL QUOTE

IXL Learning
777 Mariners Island Blvd., Suite 600
San Mateo, CA 94404

QUOTE # 1680242-2
DATE: JULY 27, 2026

TO:
Anthony Sudweeks
Wallace Stegner Academy Salt Lake City
980 S Bending River Rd
Salt Lake Cty, UT 84104

COMMENTS OR SPECIAL INSTRUCTIONS

SALESPERSON	ACCOUNT #	RENEWAL PERIOD	QUOTE VALID UNTIL
Sharon Gilbert	A18-2102139	August 7, 2026 - August 7, 2027	August 7, 2026

SUBSCRIPTIONS	QUANTITY	LIST UNIT PRICE	NET PRICE
IXL Personalized Learning Premium (Math and Science) Grades PK-8	2200	$19.50	$42,900.00
IXL Personalized Learning Select (Math) Grades PK-12	300	$14.00	$4,200.00
		Total Price	$47,100.00

SERVICES	QUANTITY	LIST UNIT PRICE	NET PRICE
Express PD	1	$1,295.00	$1,295.00
		Total Price	$1,295.00

TOTALS	
Total Subscriptions List Price	$47,100.00
Total Services List Price	$1,295.00
Grand Total	$48,395.00

Ordering instructions

We accept payment by purchase order, check, or credit card. To submit a purchase order for this quote, click here or go to https://www.ixl.com/po-upload and enter quote # 1680242-2. Paying over $5,000 via credit card will result in a 3% fee. For international accounts, we can accept wire transfers for an additional fee.

SALES CONTRACT
CONTRACT #1680242-2
July 27, 2026

IXL Learning
777 Mariners Island Blvd., Suite 600
San Mateo, CA 94404

CUSTOMER
Anthony Sudweeks
Wallace Stegner Academy Salt Lake City
980 S Bending River Rd
Salt Lake Cty, UT 84104

RENEWAL INFO

Salesperson	Account #	Quote #	Renewal period
Sharon Gilbert	**A18-2102139**	**1680242-2**	**August 7, 2026 - August 7, 2027**

PAYMENT PLAN

Amount	Invoice date
$48,395	**August 7, 2026**
TOTAL	**$48,395**

Price valid until August 7, 2026

ACCEPTANCE OF SALES CONTRACT
This is a binding agreement of payment between IXL Learning and the Purchaser. Your signature indicates that you have received, reviewed, and accepted the attached Terms and Conditions of Sale and that you agree to pay the full license price listed above within 60 days of the invoice date. Without a signature, your order may not be processed.

Acknowledged and agreed to:

AUTHORIZED SIGNATURE ______________________ **DATE** ______________

TERMS AND CONDITIONS OF SALE

THIS IS A LEGAL DOCUMENT ("SALES CONTRACT") BETWEEN THE PURCHASER SHOWN ABOVE ("YOU") AND IXL LEARNING ("SELLER"). PLEASE READ THIS AGREEMENT CAREFULLY. YOU AGREE TO BE BOUND BY ALL OF THE TERMS AND CONDITIONS OF THE AGREEMENT, AS WELL AS BY THE WEBSITE TERMS OF SERVICE, WHICH ARE INCORPORATED BY REFERENCE. NO VARIATION OF THESE TERMS AND CONDITIONS ARE BINDING ON SELLER UNLESS AGREED TO IN WRITING SIGNED BY AN AUTHORIZED REPRESENTATIVE OF IXL LEARNING.

1. **PRICING:** The quoted purchase price of the license is valid through the "Price valid until" date on page 1. This price is not binding on IXL unless you have accepted it by sending us an executed Sales Contract by that date.
2. **PAYMENT:** If IXL decides to accept your Sales Contract, we will issue you an invoice. Complete payment of the amount of the stated purchase price is due within sixty (60) days of the invoice date. If payment is not received by the Seller within 60 days, the invoice is considered past due. IXL licenses with past due payments will be put on hold and are subject to termination. Termination does not relieve the Purchaser of the obligation to pay fees due to the Seller.

   The full invoice amount must be paid either by check or by credit card. We accept Visa, MasterCard, American Express, and Discover.

   All checks should be mailed to:
   IXL Learning
   777 Mariners Island Blvd., Suite 600
   San Mateo, CA 94404

   Credit card payments may be made by phone at (855) 255-8800.

   Any late payment will incur interest at the rate of the lesser of 1% a month or the maximum permissible by law.
3. **CANCELLATION AND REFUND:** No cancellation will be accepted, and no refund issued, if it is more than thirty (30) days beyond the date of purchase for the license referenced in this Sales Contract. For cancellations and refunds of the license tendered under this Sales Contract to be accepted, the Seller must receive written notification of the cancellation within 30 days of purchase. Cancellations requested outside of the 30-day period will not be refunded, and the Purchaser will be responsible for completing the purchase as stated in the Sales Contract.
4. **LICENSES:** IXL grants you the right to provide access, through unique log-in IDs, to no more individuals than the quantity indicated on the first page. The terms and conditions of use for each of these individuals are governed by our website's Terms of Service. You agree to be responsible for their accounts, to monitor their use of their accounts, and to indemnify, defend, and hold us harmless for any claims arising out of or related to their use of IXL Learning's website and services. To the extent that these individuals are minors, you consent to our collection of their personal information as described in our Privacy Policy.

   Classroom and Site licenses will be activated immediately upon receipt of your payment unless another date is specified or agreed to by IXL. Activation confirmation will be sent to the e-mail address provided by the school or individual completing the purchase.

   If an individual who has an IXL account through a Classroom or Site license purchased by you is no longer affiliated with you, you may request that we deactivate the individual's account, or no longer associate it with your license, so that that license can be reassigned to another individual associated with your institution.

   If you are a teacher, you represent and warrant that you have permission and authorization from your school and/or district to use the Services as part of your curriculum, and for purposes of Children's Online Privacy Protection Act ("COPPA") compliance, you represent and warrant that you are entering into these Terms on behalf of your school and/or district.
5. **PRIVACY:** If you are a school, district, or teacher, you acknowledge and agree that you are responsible for complying with COPPA, meaning that you must obtain advance written consent from all parents or guardians whose children under 13 will be accessing the website and services and you represent and warrant that you have obtained that consent. When obtaining consent, you must provide parents and guardians with our Privacy Policy. You are to keep all consents on file and provide them to us if we request them.
6. **DISCLAIMER OF WARRANTIES. YOU EXPRESSLY UNDERSTAND AND AGREE THAT:**
   a. YOUR USE OF THE SERVICE IS AT YOUR SOLE RISK. THE SERVICE IS PROVIDED "AS IS," "AS AVAILABLE," AND WITH ALL FAULTS. IXL EXPRESSLY DISCLAIMS ALL WARRANTIES OF ANY KIND, WHETHER EXPRESS OR IMPLIED, INCLUDING, BUT NOT LIMITED TO THE IMPLIED WARRANTIES OF MERCHANTABILITY, FITNESS FOR A PARTICULAR PURPOSE, AND NONINFRINGEMENT.
   b. IXL MAKES NO WARRANTY THAT (i) THE SERVICE WILL MEET YOUR REQUIREMENTS, (ii) THE SERVICE WILL BE UNINTERRUPTED, TIMELY,

SECURE, OR ERROR-FREE, (iii) THE RESULTS THAT MAY BE OBTAINED FROM THE USE OF THE SERVICE WILL BE ACCURATE OR RELIABLE, (iv) THE QUALITY OF ANY PRODUCTS, SERVICES, INFORMATION, OR OTHER MATERIAL PURCHASED OR OBTAINED BY YOU THROUGH THE SERVICE WILL MEET YOUR EXPECTATIONS, AND (V) ANY ERRORS IN THE SERVICE WILL BE CORRECTED.
c. ANY MATERIAL DOWNLOADED OR OTHERWISE OBTAINED THROUGH THE USE OF THE SERVICE IS DONE AT YOUR OWN DISCRETION AND RISK AND THAT YOU WILL BE SOLELY RESPONSIBLE FOR ANY DAMAGE TO YOUR COMPUTER SYSTEM OR LOSS OF DATA THAT RESULTS FROM THE DOWNLOAD OF ANY SUCH MATERIAL.
d. NO ADVICE OR INFORMATION, WHETHER ORAL OR WRITTEN, OBTAINED BY YOU FROM IXL OR THROUGH OR FROM THE SERVICE SHALL CREATE ANY WARRANTY NOT EXPRESSLY STATED IN THE TOS.
Some states do not allow certain limitations on warranties, so certain of the above limitations may not apply to you.

7. **LIMITATION OF LIABILITY:** YOU EXPRESSLY UNDERSTAND AND AGREE THAT IXL SHALL NOT BE LIABLE FOR ANY DIRECT, INDIRECT, INCIDENTAL, SPECIAL, CONSEQUENTIAL, OR EXEMPLARY DAMAGES, INCLUDING BUT NOT LIMITED TO, DAMAGES FOR LOSS OF PROFITS, GOODWILL, USE, DATA, OR OTHER INTANGIBLE LOSSES RESULTING FROM THE USE OR INABILITY TO USE THIS SERVICE. IN ALL INSTANCES, DAMAGES SHALL BE CAPPED AT ONE MONTH'S FEES.
8. **SEVERABILITY:** If any provision of this agreement is deemed invalid, illegal, or unenforceable, then that provision shall be deemed severable from these terms and shall not affect the validity and enforceability of any remaining provisions of this Sales Contract, which shall remain in full force and effect.
9. **ARBITRATION:** You agree that any dispute or claim you may have against IXL arising out of or related to this Sales Contract or the use of Services must be submitted to arbitration, before a single arbitrator appointed by JAMS/Endispute and conducted according to their rules in San Francisco, CA, USA, and that the determination of any such arbitrator shall be binding. The courts located in San Francisco, CA, USA, have exclusive jurisdiction over any judicial proceedings related to this agreement, and you waive any claim that such a court is an improper venue, inconvenient, or lacks jurisdiction over you.
10. **GOVERNING LAW:** The Sales Contract and the relationship between you and IXL are governed by the laws of the State of California without regard to conflict of law provisions.
11. **ENTIRE AGREEMENT:** This Sales Contract, which incorporates the Terms of Service by reference, is the final expression of the agreement between Purchaser and Seller and supersedes all prior representations, understandings, and agreements between the Purchaser and Seller relating to its subject matter. This Sales Contract cannot be modified, amended, or changed except in writing and signed by IXL.

Dear Superintendent,

The Wallace Stegner Academy School Board has approved LEA-Specific educator license(s) for twenty six (26) individual(s) in a public meeting held on August 5, 2026. The license areas, and endorsements shall be valid for three academic years as indicated on the attached spreadsheet which contains the associated educator information and rationale for the request. All LEA-Specific licenses will expire on June 30th of the final academic year approved.

Wallace Stegner Academy Board following assurances:

- The LEA has adopted a policy, in accordance to R277-301-7, to prepare and support educators with an LEA-Specific license. This policy is posted online at Wallace Stegner Policies & FAQ.
- The educator has completed a criminal background check in accordance with Rule R277-214 53G-11-403and continued monitoring in accordance with Subsection (1);
- The LEA will provide requisite training (educator ethics, classroom management/instruction, special education law/instruction, & Utah Effective Teaching Standards) within the first year of employment;
- The educators will complete the USBE Ethics Review within one calendar year prior to being issued the license;
- The LEA will post all educator data, including assignments, in CACTUS no later than 60 days following the date of the public governing board meeting approving the license area(s) and/or endorsement(s);
- Each LEA school employing an individual with an LEA-Specific license will prominently post the following on the school's website:
  - Disclosure that the school employs individuals holding an LEA-Specific educator license, license areas, and/or endorsements;
  - An explanation of the types of educator licenses issued by USBE (Professional, Associate, LEA-Specific);
  - Percentage (based on FTE) of types of licenses, license areas, and endorsements held by educators employed in the school;
  - A link to the Utah Educator Look-up Tool.

The ***Wallace Stegner Academy Board*** additionally acknowledges that LEA-Specific educator licenses, license areas, or endorsements may be renewed by the Utah State Board of Education. These renewals will be approved or denied on a case by case basis.

Sincerely,

Sarah Vaughn
LEA Governing Body Chairperson

Amending Parent-School Compact

Most of the revisions to this compact are stylistic in nature. One substantive change, however, is the commitment for parents to make sure their child comes to school regularly and on time at least 98% of the time (current compact version says 90% of the time).

Amending Parent & Family Engagement Policy

Minor revisions to this policy have been made to clarify certain sections, including those on distribution of the policy to parents on an annual basis, notification to parents of the annual Title I Parent Meeting, how Title I related meetings may be conducted, and how other Title I resources will be communicated to parents. A non-discrimination statement was also added to the policy.

Amending Purchasing and Disbursement Policy

As the school has grown significantly, the CEOs would like to explore revising the purchasing thresholds in this policy, including the threshold requiring Board approval, to better align with the school's current size, operational needs, and administrative structure.

Amending Attendance Policy

The school's Attendance Policy and administrative procedures have been revised to reflect several bills enacted during the 2026 legislative session. HB 145 amended the definition of a “valid excuse.” HB 502 authorizes schools to include attendance as up to twenty percent (20%) of a student's final course grade for students in grades 7 through 12. SB 58 revised several attendance-related definitions, including “instructional hours” and “chronic absenteeism,” and established additional requirements for schools and governing boards. Among other things, SB 58 requires schools to regularly review attendance data to identify students at risk of chronic absenteeism, train relevant staff on the school's attendance policies and procedures, and implement attendance monitoring and intervention practices. It also requires governing boards to annually review attendance data, evaluate the effectiveness of attendance interventions, and ensure that the school has adequate resources to support attendance monitoring and intervention programs.

Amending Capitalization and Expense Policy

Federal regulations (2 CFR § 200.313) and the Utah Division of Finance's Capital Assets Policy 9-1 were amended to increase the capitalization threshold from $5,000 to $10,000. The school's Capitalization and Expense Policy has been revised accordingly. The school’s accountant supports this policy change.

Amending Electronic Resources Policy

This policy and the corresponding administrative procedures have been revised to comply with the changes to law, including those in SB 88 from the 2026 legislative session. The changes include specifying that the policy must be reviewed and approved at least every three years, that all rules and procedures applicable to the policy must be available for review at the school, that AI glasses are now included in the definition of “electronic device,” and that parents may request administration to allow their student to briefly use a privately-owned electronic device during non-instructional time at a specified location designated by the school. The changes also include clarifying the definition of “obscene” and “harmful to minors” and explaining that the school’s technology protection measures include a parent-accessible monitoring system that allows parents to review the activity of their children on school-owned electronic devices.

Amending Fee Waiver Policy

HB 142 permits students to receive fee waivers for no more than two (2) school-sponsored trips per school year. To qualify for a fee waiver for a second school-sponsored trip during the same school year, a student must request the waiver and, in coordination with school administration, complete an action plan describing how the student or the student's family will contribute to the School or the community through work or other service in lieu of paying the trip fees. The School's Fee Waiver Policy has been revised to reflect these statutory changes.

Amending Enrollment and Lottery Policy

The changes to this policy are intended to bring the policy into compliance with current law and the School's charter and Schedule A (if applicable) regarding enrollment preferences, and to reflect current law governing the denial of student admission based on prior disciplinary issues and misconduct (see SB 131 and SB 167 from 2026 legislative session). Additional revisions clarify the school's procedures for addressing material misrepresentations or omissions in lottery applications that are discovered after a student has been enrolled.

Amending Paid Parental and Postpartum Recovery Leave Policy

HB 329 from the 2026 legislative session expanded paid leave benefits for qualified LEA employees. The bill requires LEAs to provide an additional three (3) weeks of paid leave to an employee who adopts a child under six (6) years of age (this leave is in addition to the required three (3) weeks of parental leave already available a qualified employee who adopts a child). The bill also creates a separate category of foster leave, requiring LEAs to provide four (4) weeks of paid leave to a qualified employee who becomes a foster parent of a child. However, the school's current Paid Parental and Postpartum Recovery Leave Policy already provides more paid leave that HB 329 requires, so no substantive revisions to the policy are needed. Minor revisions have been made to the policy to better clarify the leave available to qualified employees and make the language consistent throughout.

Amending Religion and Education Policy

As a result of the passage of SB 260, the school's Religion and Education Policy has been revised to ensure that students may express their religious beliefs in schoolwork without discrimination, that schoolwork is neither penalized nor rewarded based on a student's religious perspective, and that the school provides employees and students with notice of the constitutional rights and freedoms addressed in the policy.

Amending Sex Education Instruction Policy

HB 281 from the 2025 legislative session revised the definition of "sex education instruction." It also modified the list of sex education related topics that are not allowed to be taught in school (e.g., adding abortion or abortive methods to the list of prohibited topics). In addition, HB 281 revised health curriculum requirements for junior high and high school students (e.g., requiring instruction in "situational awareness" and the "success sequence"). The school's Sex Education Instruction Policy and admin procedures have been revised to comply with the updated definitions and requirements from HB 281. Other proposed revisions to the policy and procedure have also been made, including specifying that parent or staff complaints about the school's sex education instruction materials should be addressed in accordance with the school's applicable grievance policy.

Wallace Stegner Academy
Policy: Parent and Family Engagement Policy
Approved: December 15, 2022
Reapproved: August 5, 2026

Purpose

In support of strengthening student academic achievement, Wallace Stegner Academy (the "School") receives Title I, Part A funds and must jointly develop with, agree on with, and distribute to parents and family members of participating children a written parent and family engagement policy that contains information required by Section 1116 of the Every Student Succeeds Act (the "ESSA"). This policy establishes the School's expectations and objectives for meaningful parent and family involvement, describes how the School will implement a number of specific parent and family engagement activities, and is incorporated into the School's plan submitted to the state pursuant to Section 1112 of the ESSA. The purpose of an effective parent and family engagement policy is to improve all students' academic achievement.

Policy

The School agrees to implement the following requirements as outlined by Section 1116 of the ESSA:

- Involve parents, in an organized, ongoing, and timely way, in the planning, review, and improvement of programs under Title I, Part A, including the planning, review, and improvement of this policy and the joint development of the targeted assistance or schoolwide program plan.
- Update this policy periodically to meet the changing needs of parents and the School, distribute it to the parents and family members of participating children, and make this policy available to the local community.
- Provide full opportunities, to the extent practicable, for the participation of parents and family members with limited English proficiency, parents and family members with disabilities, and parents and family members of migratory children, including providing information and school reports required under Section 1111 of the ESSA in an understandable and uniform format and, to the extent practicable, in a language parents understand.
- If the targeted assistance or schoolwide program plan under Section 1114(b) of ESSA is not satisfactory to the parents of participating children, submit any parent comments with such a plan when the School submits the plan to the state.
- Be governed by the following statutory definition of parent and family engagement and will carry out programs, activities, and procedures in accordance with this definition:

  Parent and family engagement means the participation of parents in regular, two *way, and meaningful communication involving student academic learning and other school activities, including ensuring*:

- *That parents play an integral role in assisting their child's learning;*
- *That parents are encouraged to be actively involved in their child's education at school;*
- *That parents are full partners in their child's education and are included, as appropriate, in decision-making and on advisory committees (if any) to assist in the education of their child; and*
- *The carrying out of other activities, such as those described in Section 1116 of the ESSA.*

Required Policy Components

Below is a description of how the School will implement or accomplish each of the following components required by Section 1116 of the ESSA:

- Joint Development of Policies, Plans, Compact, and Programs. The School will take the following actions to involve parents and family members in an organized, ongoing, and timely manner in the planning, review, and improvement of Title I policies, plans, compact, and programs:
  - Distribute a copy of this policy and the school-parent compact to parents and family members at the beginning of each school year through appropriate channels, such as the registration packet. The policy and school-parent compact will also be posted on the School's website. Distribute a copy of this policy and the school-parent compact annually through the School's registration process, the School website, and/or other appropriate communication methods. The policy and school-parent compact will remain available on the School website throughout the year. (Replace what's above)
  - Notify parents and family members of an annual meeting where parents and family members will be informed about the School's participation in and the requirements of Title I programs. Notify parents and family members of an annual Title I Parent Meeting where parents will be informed about the School's participation in Title I, parent rights under ESSA, how Title I funds support students, school performance information, and opportunities for meaningful parent involvement. (Replace what's above)
  - Hold other parent and family meetings at flexible times during the school year to provide parents and family members with ongoing information, training, and materials to help them work with their children in the areas such as literacy, numeracy, and technology. Meetings may be conducted in person, virtually, or in a hybrid format to maximize parent participation. (Add to what is above)
  - Hold parent-teacher conferences at least annually, where student achievement, behavior, and/or the school-parent compact will be reviewed and discussed.
  - The School and state websites will provide parents with information related to expected student proficiency levels.
  - The School website will provide parents with a description and explanation of the School's curriculum, mission, calendar information, policies, and opportunities for school and parent interaction. The School website and other

official communication platforms will provide parents with a description and explanation of the School's curriculum, mission, calendar information, policies, academic resources, and opportunities for school and parent interaction. (Replace what's above)

- Conduct an annual review and evaluation of this policy, the school-parent compact, and targeted assistance or schoolwide program plan. As part of the annual review and evaluation, the School will consider, and implement if appropriate, any suggestions or feedback provided by parents and family members on how the School can improve this policy and the associated compact and plan. Suggestions or feedback may be provided to the School in the form of results from the School's needs assessment and evaluation given to parents, comments made by parents and family members in meetings at the School and during parent-teacher conferences, or through other means. The annual review and evaluation of this policy will also include identifying such things as barriers to parent engagement (especially engagement of parents who are economically disadvantaged, disabled, have limited English proficiency, have limited literacy, or are of any racial or ethnic minority background); needs of parents and family members to enable them to assist with the learning of their children; and strategies to support successful school and family interactions.

- <u>Communications.</u> The School will take the following actions to provide parents and family members timely information about the Title I programs in which the School participates:
  - Distribute a copy of the updated version of this policy and the school-parent compact to parents and family members at the beginning of each school year through appropriate channels, such as the registration packet.
  - Provide information related to the Title I programs, meetings, and other activities to the parents of participating children in an understandable and uniform format and, to the extent practicable, in a language that the parents can understand. Provide timely information related to Title I programs, meetings, student progress, and parent engagement opportunities through, email, the School website, newsletters, parent-teacher conferences, and other appropriate communication methods in an understandable and, when practicable, translated format.(Replace what's above)

- <u>School-Parent Compact.</u> The School's school-parent compact outlines how parents, the entire School staff, and students will share the responsibility for improved student academic achievement and the means by which the School and parents will build and develop a partnership to help children achieve the state's high standards. The School will review the school-parent compact with parents of participating children by doing the following:
  - Distributing a copy of the updated version of the school-parent compact to parents and family members at the beginning of each school year through appropriate channels, such as the registration packet.
  - Obtaining all parties' signatures (electronic or written) on each school-parent compact on an annual basis.
  - Encouraging parents to review the school-parent compact with their children

on a regular basis.
  - Considering, and implementing, if appropriate, any suggestions or feedback provided by parents and family members on how the School can improve its school-parent compact.

- Reservation of Funds. The School currently does not receive Title I allocations of $500,000 or more. In the event the School's Title I allocations reach or exceed $500,000 in the future, the School will follow the requirements in Section 1116(a)(3) of the ESSA. The LEA currently receives Title I, Part A allocations of $500,000 or more. Therefore, the school will comply with the requirements in Section 1116(a)(3) of the Every Student Succeeds Act (ESSA), including reserving at least one percent (1%) of its Title I allocation for parent and family engagement activities and involving parents and family members in decisions regarding how those funds are used. (Replace what's above)

- Coordination of Services. The School will, to the extent feasible and appropriate, coordinate and integrate parent and family engagement programs and activities with other federal, state, and local programs, including public preschool programs, and conduct other activities, such as parent resource centers, that encourage and support parents in more fully participating in the education of their children.

- Building Capacity of Parents. The School will build the parents' capacity for strong parent and family engagement to ensure effective involvement of parents and to support a partnership among the School and the community to improve student academic achievement through the following:
  - Providing opportunities for discussion with parents about the School's curriculum, forms of academic assessment used to measure student progress, and achievement levels of the challenging state academic standards.
  - Engaging parents with materials and training to help parents to work with their child to improve their child's achievement, such as literacy training and using technology (including education about the harms of copyright piracy), as appropriate, to foster parent and family engagement.
  - Giving parents information at parent-teacher conferences about their student's state core testing and other appropriate curriculum based assessments.
  - Providing progress reports to parents to communicate their student's academic performance throughout the school year.
  - Facilitating communication between parents and School personnel through the School's LAND Trust Committee.
  - Scheduling School meetings, as well as parent-teacher conferences, in a way that will maximize parent and family member involvement and participation.
  - Gathering, on an annual basis, input from parents through a variety of methods. For example, parent surveys, needs assessments, conversation, parent-teacher conferences, and School activities.
  - Providing assistance to parents, as appropriate, in understanding topics such as the following:
    - The challenging state's academic standards;

- The state and local academic assessments, including alternate assessments;
- The requirements of Title I, Part A;
- How to monitor their child's progress; and
- How to work with educators to improve the achievement of their child.

• Building Capacity of School Staff. The School will, with the assistance of parents, provide training to educate teachers, specialized instructional support personnel, principals/directors and other School leaders, and other staff on the value and utility of contributions of parents; how to reach out to, communicate with, and work with parents as equal partners; how to implement and coordinate parent programs; and how to build ties between parents and the School. The School may accomplish this training through in-person training and/or through the utilization of online print and video resources. The School may also provide other reasonable support for parent and family engagement activities under Section 1116 as parents may reasonably request. (Remove yellow)

Parents and Family Members of Children Learning English

Any time this policy references "parents," "family," or "family members," it includes parents and family members of students who are English language learners, regardless of the prevalence of children English language learners in the geographic area in which the School is located.

The School may seek assistance from community organizations to assist the School in communicating with parents and family members of students who are English language learners. If the School provides such assistance, it will try to determine the method of communication preferred by the parents and family members of students who are English language learners.

Review

The School will annually review and evaluate this policy, the school-parent compact, and the targeted assistance or schoolwide program plan to determine their effectiveness in improving the academic quality of the School and academic achievement of its students. Results of the annual review and evaluation will be used to design strategies for more effective parent and family engagement. The School will annually review and evaluate this policy, the school-parent compact, and schoolwide or targeted assistance plans. The review will include evaluation of parent engagement activities, parent survey results, barriers to participation, and recommendations for improving family engagement and student academic achievement. (Replace what's above)

Non-Discrimination Statement

Wallace Stegner Academy encourages participation by all parents and family members regardless of

race, color, national origin, disability, sex, age, limited English proficiency, or other protected status.
(New section that I feel should be added)

Wallace Stegner Academy
Purchasing and Disbursement Policy
Adopted: August 13, 2015
Revised: February 21, 2017
Revised: March 14, 2019
Revised: May 20, 2021
Revised: December 17, 2025

Purpose

The purpose of this policy is to enable the administration to make purchases that are necessary for the day-to-day operation of Wallace Stegner Academy (the "School"), without approval of the Board of Directors (the "Board").

Purchasing

The responsibility for approving purchases is delegated to the Chief Executive Officer(s) of the School by the Board as set forth below.

- All purchases up to $7,500 must be approved by the Chief Executive Officer(s);
- All purchases between $7,500 and $15,000 must be approved by either the Board President *or* Board Treasurer;
- All purchases between $15,000 and $25,000 must be approved by the Board President *and* the Board Treasurer; and
- All purchases above $25,000 must be approved by a majority vote of the Board.

Employee purchases that require reimbursement are discouraged.

Purchases that require the use of a credit card should follow the process established by this policy and utilize a purchase order when feasible.

Disbursements

The responsibility for disbursement is delegated to the School's management company and Chief Executive Officer(s) as set forth below.

Disbursements will be charged to one of two School accounts: (i) the General Operating Account; and (ii) the Petty Cash Account. The School's management company is responsible for disbursements charged to the General Operating Account, and the School's Chief Executive Officer(s) is responsible for disbursements charged to the Petty Cash Account.

Disbursements are handled in such a manner as to ensure that the proper funds and accounts are charged; that the disbursement is used only for authorized purposes; and that laws, rules and regulations governing the disbursements and handling of public funds are followed.

General Operating Account

The following controls are established to ensure that all payments charged to the General Operating Account are made on a timely basis and in accordance with all purchase orders and contracts:

- A purchase order shall be completed prior to disbursing funds for a purchase unless the disbursement is made in accordance with the terms of an ongoing contract that has been previously approved by the Board.
- A purchase order shall be authorized by the individual(s) listed above based on the purchase amount.
- Following proper authorization, purchase orders are reviewed by the School's management company.
- The School's management company must be given a valid invoice and properly completed purchase order prior to making payment.
- Disbursements are to be made primarily by check with counter signatures to provide additional control.

Petty Cash Account

In addition to the General Operating Account, the Board may approve a Petty Cash Account with corresponding checks and a debit card to be utilized at the discretion of the Chief Executive Officer(s). The purpose of the Petty Cash Account is to provide a convenient way to pay for small expenses while minimizing exposure of School funds to the risk of misuse or theft.

Blank warrants/checks and/or a debit card for the Petty Cash Account may be kept in locked storage under the control of the Chief Executive Officer(s) or designated alternate. Disbursements charged to the Petty Cash Account shall be made in accordance with the following provisions to ensure payments are properly authorized and recorded:

- In general, the Petty Cash Account should maintain a balance between $500 and $2,000.
- Access to the Petty Cash debit card is limited to the School's Chief Executive Officer(s) or a designated alternate.
- Access to blank checks is limited to the School's Chief Executive Officer(s) or a designated alternate. When blank checks are received, the date, quantity, and inclusive serial numbers are recorded and added to the total balance on hand. When a blank check is used, the stub along with a copy of the receipt is to be signed by the Chief Executive Officer(s) and

forwarded to the management company. The use of these blank checks should be kept to an absolute minimum.

- The School's Chief Executive Officer(s) or designated alternate is responsible for: (i) maintaining records and receipts for each transaction charged to this account; and (ii) entering the information into the School's accounting software on a regular basis. Information should be uploaded in a timely manner to allow the School's management company adequate time to provide accurate monthly financial reports to the Board.
- The School's Chief Executive Officer(s) or designated alternate is responsible for replenishment of the account when petty cash is low. To replenish petty cash, the Chief Executive Officer(s) must request the School's management company to transfer funds.

Recording Transactions

Purchase orders and requisition requests must identify the fund, function, location, program, and object or revenue code to which the purchase is to be booked. Accounting staff will periodically review this information to ensure that expenditures are booked accurately.

Attendance Policy

Adopted: December 17, 2020
Reviewed: June 27, 2022
Approved: September 21, 2023
Revised: December 17, 2025

Policy

Wallace Stegner Academy (the "School") is committed to providing a quality education for every student. The School firmly believes that consistent attendance teaches students responsibility. Students learn the value of being punctual and prepared. Frequent absences and tardiness result in a loss of continuity of instruction. Also, frequent absences and tardiness prove disruptive for students, teachers, and staff. Excessive unexcused absences may lead to a student's permanent dismissal from the School.

Parents are expected to take a proactive role in ensuring their children attend school. We recommend families plan their vacation schedule around the existing School calendar. When possible, medical and dental appointments should take place outside of school hours and parents should notify the School in advance of any absence. Parents and students are responsible for obtaining homework or assignments for the time period which the student is absent.

To encourage regular attendance and consistent participation, and as authorized by law, the School incorporates attendance as a component of the final grade for every course offered in grades 7 through 12. For students enrolled in grades 7 through 12, attendance shall account for up to twenty percent (20%) of each student's final course grade.

The School intends for this policy to be consistent with the provisions of Utah's compulsory education laws, Utah Code §§ 53G-6-201 through 53G-6-215, as well as Utah Administrative Code Rule R277-607.

Deleted: 1

The Chief Executive Officer(s) will establish attendance and attendance-grading procedures consistent with this policy and applicable law and will ensure that the policy and procedures are implemented consistently at the School and are distributed to parents.

Review and Evaluation

The School's Board of Directors shall review this policy annually.

Deleted: regularly

In connection with its annual review of this policy, the Board shall also review relevant School attendance data, evaluate the effectiveness of the School's attendance interventions, and ensure that adequate resources are allocated to support the School's attendance monitoring and intervention programs and efforts.

Wallace Stegner Academy
Policy: Capitalization and Expense Policy
Adopted: August 13, 2015
Revised: December 17, 2020

Purpose

The purpose of this policy is to allow for Wallace Stegner Academy's accountants to depreciate rather than expense qualified inventory items.

Policy

Items, including associated components necessary to use the item, which (a) have a fair market value over $10,000.00 and (b) have a useful life of more than three (3) years shall be depreciated rather than expensed. The period of time items will be depreciated will be based on the length of the item's useful life.

Deleted: 5,000.00

Signature:

____
Sarah Vaughan, Board President Date

Electronic Resources Policy

Adopted: January 20, 2016
Reapproved: June 27, 2022
Reviewed: 06.12.2025

Purpose

Wallace Stegner Academy (the "School") recognizes the value of computer and other electronic resources to facilitate student learning and help the School's employees accomplish the School's mission. The School has therefore made substantial investments to establish a network and provide various electronic resources for its students' and employees' use. Because of the potential harm to students and the School from misuse of these resources, the School requires the safe and responsible use of computers; computer networks, including e-mail and the Internet; and other electronic resources. This policy is intended to ensure such safe and responsible use and to comply with Utah Administrative Rule R277-495, Utah Code § 53G-7-227, Utah Code § 53G-7-1001 *et seq*., the Children's Internet Protection Act, and other applicable laws.

Electronic Devices

The School recognizes that various forms of electronic devices are widely used by both students and employees and are important tools in today's society. The School seeks to ensure that the use of electronic devices, both privately-owned devices and devices owned by the School, does not cause harm or otherwise interfere with the learning, safety, or security of students or employees. The Chief Executive Officer(s) shall therefore establish reasonable rules and procedures regarding the use of electronic devices at School and School-sponsored activities in compliance with applicable laws.

Internet Safety

It is the School's policy to: (a) prevent user access over its computer network to, or transmission of, inappropriate material via Internet, electronic mail, or other forms of direct electronic communications; (b) prevent unauthorized access and other unlawful online activity; (c) prevent unauthorized online disclosure, use, or dissemination of personal identification information of minors; and (d) comply with the Children's Internet Protection Act (section 254(h) of title 47, United States Code). The Chief Executive Officer(s) shall establish rules and procedures to accomplish these objectives and ensure compliance with applicable laws.

Student Acceptable Use of School Electronic Resources

The School makes various electronic resources available to students. These resources include computers and other electronic devices and related software and hardware as well as the School's network and access to the Internet. The School's goal in providing such electronic resources to students is to enhance the educational experience and promote the accomplishment of the School's mission.

Electronic resources can provide access to a multitude of information and allow communication with people all over the world. Along with this access comes the availability of materials that may be considered inappropriate, unacceptable, of no educational value, or even illegal.

The Chief Executive Officer(s) shall ensure that rules and procedures regarding students' use of the School's electronic resources are established and clearly communicated to students and their parents/guardians. The Chief Executive Officer(s) will ensure that safeguards are in place to restrict access to inappropriate materials and that the use of the Internet and other electronic resources is monitored. The Chief Executive Officer(s) shall ensure that students receive appropriate training regarding these rules and procedures.

Staff Acceptable Use of School Electronic Resources

Improper use of the School's electronic resources by employees has the potential to negatively impact students, damage the School's image, and impair the School's electronic resources. Therefore, this policy is intended to govern employees' and volunteers' use of the School's electronic resources, and employees must agree to these terms as a condition of employment. The Chief Executive Officer(s) shall establish rules and procedures regarding employees' use of the School's electronic resources.

Availability of Rules and Procedures

The Chief Executive Officer(s) shall ensure that all rules and procedures established pursuant to this policy are available for review at the School.

Review and Approval

This policy will be reviewed and approved at least every three years to ensure that it continues to meet the School's needs.

Deleted: periodically

Wallace Stegner Academy
Policy: Fee Waiver Policy
Adopted: January 20, 2016
Revised: December 17, 2020
Renewed: June 27, 2022
Revised: December 15, 2022
Revised: September 21, 2023
Revised: January 21, 2026

Purpose

Wallace Stegner Academy (the "School") must abide by the Utah State Board of Education rules which direct the School's Board of Directors (the "Board") to implement a policy regarding student fees in the event the School elects to charge such fees. The purpose of this policy is to provide educational opportunities for all students. This allows the School to establish a reasonable system of fees, while prohibiting practices that would exclude those unable to pay from participation in School-sponsored activities.

Policy

Under the direction of the Board, the School's Chief Executive Officer(s) is authorized to administer this policy and is directed to do so fairly, objectively, and without delay, and in a manner that avoids stigma and unreasonable burdens on students or parents/guardians.

Definitions

"Common education expense"
- (a) means an expense the School incurs that is related to the delivery of instruction for all courses, unrelated to a specific course, program, or activity; and
- (b) includes the employment of educators and staff, the provision of capital facilities, and operation and maintenance costs.

"Course" or "class"
- (a) means an activity, a course, or a program that the School:
  - (i) intends to deliver instruction;
  - (ii) provides, sponsors, or supports; and
  - (iii) conducts primarily during school hours.
- (b) includes a course in which a student is required to enroll as a condition of participation in a separate extracurricular activity.

"Discretionary project" means a project that a student completes in lieu of or in addition to a required classroom project in accordance with Section 53G-7-503.
"Extracurricular activity"

(a) means an activity or a program that:
   (i) is not a course; and
   (ii) the School provides, sponsors, or supports.
(b) does not include a noncurricular club as defined in Section 53G-7-701.

"Fee" means a charge, expense, deposit, rental, or payment:
(a) regardless of how the School terms, describes, requests, or requires the charge, expense, deposit, rental, or payment, directly or indirectly;
(b) in the form of money, goods, or services; and
(c) that is a condition to a student's full participation in or admission to an activity, course, or program that the School provides, sponsors, or supports.

"Fee" includes:
(a) payments to a third party that provides a part of a School activity, class, or program; and
(b) a fine other than a fine described below.

"Fee" does not include:
(a) a student fine that the School approves for:
   (i) failing to return School property;
   (ii) losing, wasting, or damaging private or School property through intentional, careless, or irresponsible behavior, including defacing or damaging School property as described in Utah Code 53G-8-212; or
   (iii) improper use of School property, including a parking violation;
(b) a payment for School breakfast or lunch;
(c) a deposit that:
   (i) is a pledge securing the return of School property; and
   (ii) the School refunds upon the return of School property;
(d) a charge for insurance, unless the insurance is required for a student to participate in an activity, course, or program; or
(e) money or another item of monetary value that a student or the student's family raises through fundraising.

"Fee course" means a course that is not a non-fee course.

"Instructional equipment"
(a) means an activity-, course-, or program-related tool that:
   (i) a student is required to use as part of an activity, course, or program in a secondary school; and
   (ii) becomes the property of the student upon exiting the activity, course, or program.
(b) does not include School equipment, an instructional supply, or a personal student supply for a secondary student.

"Instructional supply"

(a) means a non-reusable or a consumable material or supply that is necessary to use, expend, or deplete as a component or element of an activity, course, or program in a secondary school.
(b) does not include a personal student supply for a secondary student.

“Non-fee course” means a course that results in course credit or a course grade within the core standards the USBE establishes under Section 53E-4-202 and other statutory requirements for:

(a) English language arts;
(b) health education;
(c) mathematics;
(d) science; and
(e) social studies

"Non-waivable charge" means a cost, payment, or expenditure that:

(a) is a personal discretionary charge or purchase, including:
  (i) a charge for insurance, unless the insurance is required for a student to participate in an activity, class, or program;
  (ii) a charge for college credit:
    (A) from an institution of higher education; or
    (B) for post-secondary related courses; or
  (iii) except when requested or required by the School, a charge for a personal consumable item such as a yearbook, class ring, letterman jacket or sweater, or other similar item;
(b) is subject to sales tax as described in Utah State Tax Commission Publication 35, Sales Tax Information for Public and Private Elementary and Secondary Schools; or
(c) by Utah Code, federal law, or State Board of Education rule is designated not to be a fee, including:
  (i) a school uniform as provided in Utah Code § 53G-7-801;
  (ii) a school lunch; or
  (iii) a charge for a replacement for damaged or lost School equipment or supplies.

“Personal student supply”

(a) means, for a secondary student, an object, tool, material, or supply that:
  (i) is the personal property of the student;
  (ii) regardless of the use of the supply in the instructional process, individuals not enrolled in the course or activity also commonly purchase and use; and
  (iii) has a high probability of regular use in activities other than School-sponsored activities.
(b) includes pencils, papers, notebooks, crayons, scissors, and basic clothing.

"Provided, sponsored, or supported by the School"

(a) means an activity, class, program, club, camp, clinic, or other event that:

(i) is authorized by the School; or
(ii) satisfies at least one of the following conditions:
(A) the activity, class, program, club, camp, clinic, or other event is managed or supervised by the School, or a School employee in the employees School employment capacity;
(B) the activity, class, program, club, camp, clinic, or other event uses, more than inconsequentially, the School's facilities, equipment, or other School resources; or
(C) the activity, class, program, club, camp, clinic, or other event is supported or subsidized, more than inconsequentially, by public funds, including the School's activity funds or minimum school program dollars.

(b) does not include an activity, class, or program that meets the criteria of a noncurricular club as described in Title 53G, Chapter 7, Part 7, Student Clubs.

“Provision in lieu of fee”

(a) means an alternative to fee payment; and
(b) may include a plan under which fees are paid in installments or under some other delayed payment arrangement or a service in lieu of fee payment agreement.

"Requested or required by the School as a condition to a student's participation" means something of monetary value that is impliedly or explicitly mandated or necessary for a student, parent, or family to provide so that a student may:

(a) fully participate in school or in a School activity, class, or program;
(b) successfully complete a School class for the highest grade; or
(c) avoid a direct or indirect limitation on full participation in a School activity, class, or program, including limitations created by:
(i) peer pressure, shaming, stigmatizing, bullying, or the like; or
(ii) withholding or curtailing any privilege that is otherwise provided to any other student.

“School activity clothing” means special shoes or items of clothing that:

(a) meet specific requirements, including requesting a specific brand, fabric, or imprint;
(b) the School requires a student to provide and to wear for an activity-, course-, or program-related activity; and
(c) that the student rents while participating in the activity, or become the property of the student upon exiting the activity, course, or program.

“School activity clothing” does not include:

(a) a school uniform; or
(b) clothing that is commonly found in students’ homes.

“School equipment” means a machine, equipment, facility, or tool that:

(a) is durable;
(b) is reusable;
(c) a secondary school owns; and
(d) a student uses as part of an activity, course, or program in a secondary school.

"Something of monetary value"
(a) means a charge, expense, deposit, rental, fine, or payment, regardless of how the payment is termed, described, requested or required directly or indirectly, in the form of money, goods or services; and
(b) includes:
(i) charges or expenditures for a School field trip or activity trip, including related transportation, food, lodging, and admission charges;
(ii) payments made to a third party that provide a part of a School activity, class, or program;
(iii) classroom textbooks, supplies or materials;
(iv) charges or expenditures for school activity clothing; and
(v) a fine, except for a student fine specifically approved the School for:
(A) failing to return School property;
(B) losing, wasting, or damaging private or School property through intentional, careless, or irresponsible behavior; or
(C) improper use of School property, including a parking violation.
(c) does not include a payment or charge for damages, which may reasonably be attributed to normal wear and tear.

“Textbook”
(a) means instructional material necessary for participation in an activity, course, or program, regardless of the format of the material;
(b) includes:
(i) a hardcopy book or printed pages of instructional material, including a consumable workbook; or
(ii) computer hardware, software, or digital content; and
(c) does not include School equipment, instructional equipment, or instructional supplies.

“Waiver” means a full release from:
(a) a requirement to pay a fee; and
(b) any provision in lieu of fee payment.

General School Fees Provisions

The School may only charge a fee for an activity, class, or program provided, sponsored, or supported by the School that is noticed and authorized by School policies and state law.

If the School imposes a fee:

(a) the fee shall be directly related to the expense incurred by the School in providing for a student the activity, course, or program for which the School imposes a fee;
(b) the fee shall be equal to or less than the expense described immediately above; and
(c) the School may not impose an additional fee or increase a fee to supplant or subsidize another fee that the School is prohibited from charging, including the normal expense of delivering instruction in a course.

The School may not sell textbooks or otherwise charge a fee for textbooks, except for a textbook used for a concurrent enrollment, International Baccalaureate, or Advanced Placement course.

All fees are subject to the fee waiver requirements of this policy.

The School shall not charge a fee that is general in nature and for a service or good that does not have a direct benefit to the student paying the fee. In addition, the School may not charge a fee for a common education expense.

Beginning for the 2026-2027 school year, the School shall, with respect to awarding secondary students credit toward graduation, ensure that it has at least one option for each graduation requirement that:

(a) fulfills the graduation requirement; and
(b) does not require the payment or waiver of any fee.

However, the restriction above does not apply to the School if the School only offers one of the following for a given graduation requirement:

(a) an Advanced Placement course;
(b) an International Baccalaureate course; or
(c) a concurrent enrollment course, as described in Section 53E-10-302.

<u>Fees for Classes & Activities During the Regular School Day</u>

<u>Fees for Students in Kindergarten through Sixth Grade</u>

The School may not charge a fee in kindergarten through sixth grade for materials, textbooks, supplies, or for any class or regular school day activity (except for discretionary projects), including assemblies and field trips.

Elementary students cannot be required to provide their own student supplies. However, the School or teacher may provide to a student’s parent a suggested list of student supplies for use during the regular school day so that a parent or guardian may furnish, only on a voluntary basis, those supplies for student use. The list provided to a student's parent or guardian must include the following language before identifying the supplies:

"NOTICE: THE ITEMS ON THIS LIST WILL BE USED DURING THE REGULAR SCHOOL DAY. THEY MAY BE BROUGHT FROM HOME ON A VOLUNTARY BASIS, OTHERWISE, THEY WILL BE FURNISHED BY THE SCHOOL."

The School may charge a fee to a student in grade six if all of the following are true:

(a) the School has students in any of the grades seven through twelve;
(b) the School follows a secondary model of delivering instruction to the School's grade six students; and
(c) The School annually provides notice to parents that the School will collect fees from grade six students and that the fees are subject to waiver.

Fees for Students in Seventh through Twelfth Grade

Fees may be charged in grades 7-12 in connection with an activity, class, or program provided, sponsored, or supported by the School that takes place during the regular school day if the fee is noticed and approved as provided in R277-407 and is allowed to be charged by state law. All such fees are subject to waiver. In addition, if an established or approved class requires payment of fees or purchase of items in order for students to fully participate and to have the opportunity to acquire skills and knowledge required for full credit and highest grades, the fees or costs for the class are subject to waiver.

In project related courses, projects required for course completion will be included in the course fee.

Secondary students may be required to provide their own student supplies, subject to the fee waiver requirements of this policy.

The School may charge students in grades 7-12 a fee for:

(a) relating to a non-fee course or a fee course, for:
  (i) instructional equipment;
  (ii) a School field trip or activity trip or performance, including related transportation, food, lodging, and admission charges or participation fees;
  (iii) School activity clothing;
  (iv) a discretionary project as described herein; or
  (v) a competency remediation program in accordance with Section 53G-9-803;
(b) an expense related to a course, activity, or program that is a fee course, including:
  (i) instructional supplies;
  (ii) the life-cycle replacement costs for School equipment directed related to the fee course;
  (iii) a music instrument rental;
  (iv) licensing fees for fine arts intellectual property; or
  (v) participating in a driver education course described in Section 53G-10-503;

(c) an expense related to the following post-secondary-related courses, including tuition, college credit, an exam, or a textbook:
   (i) an Advanced Placement course;
   (ii) an International Baccalaureate course; or
   (iii) a concurrent enrollment course, as described in Section 53E-10-302.

If the School charges fees for a fee course or a non-fee course, such fees are limited to those described above.

Fees for Optional Projects

The School may require students at any grade level to provide materials or pay for an additional discretionary project if the student chooses a project in lieu of, or in addition to a required classroom project. A student may not be required to select an additional project as a condition to enrolling, completing, or receiving the highest possible grade for a course. The School will avoid allowing high cost additional projects, particularly when authorizing an additional discretionary project results in pressure on a student by teachers or peers to also complete a similar high cost project.

Fees for Activities Outside of the Regular School Day

Fees may be charged in all grades for any School-sponsored activity that does not take place during the regular school day if the fee is approved as provided in this policy and is allowed by state law and if participation in the activity is voluntary and does not affect the student's grade or ability to participate fully in any course taught during the regular school day. Fee waivers are available for such fees.

Activities that use the School facilities outside the regular school day but are not provided, sponsored, or supported by the School (e.g., programs sponsored by the parent organization and/or an outside organization) may charge for participation, and fee waivers are not available for these charges.

An activity, class, or program that is provided, sponsored, or supported by the School outside of the regular School day or School year calendar is subject to this policy and state law regardless of the time or season of the activity, class, or program.

Fees for Extracurricular Activities

The School may charge students in grades 7-12 fees for an extracurricular activity. The School may also charge students in grades K-6 fees for an extracurricular activity if it takes place outside of the regular school day and meets the other requirements described above. A fee for an extracurricular activity for students in grades 7-12 may include the life-cycle replacement costs for School equipment directly related to the extracurricular activity.

A fee related to an extracurricular activity may not exceed the maximum fee amounts for the extracurricular activity adopted by the Board, as provided below.

<u>Other Miscellaneous Fees</u>

<u>Fees for Adult Education</u>

The School may charge students in grades 7-12 fees for an adult education course in accordance with Section 53E-10-202.

<u>Fees for Remediation Programs</u>

The School may charge students in grades 7-12 fees to participate in the School's remediation programs.

The School may not charge students in grades K-6 fees to participate in the School's remediation programs.

<u>Fees for Charter School Application Processing</u>

The School may charge students in grades 7-12 a fee for charter school application processing in accordance with Section 53G-6-503.

<u>Fee Schedule</u>

If the School charges fees, the Board will approve a Fee Schedule at least once each year on or before June 1. The Fee Schedule will establish the maximum fee amount per student for each activity and the maximum total aggregate fee amount per student per school year. No fee may be charged or assessed related to an activity, class, or program provided, sponsored, or supported by the School, including for a course or extracurricular activity, unless the fee has been set and approved by the Board, is equal to or less than the established maximum fee amount for the activity, and is included in the approved Fee Schedule.

The School will encourage public participation in the development of any Fee Schedule and related policies.

Before approving any Fee Schedule, the School will provide an opportunity for the public to comment on the proposed Fee Schedule during a minimum of two public Board meetings. In addition to the standard notice of Board meetings under the Open and Public Meetings Act, the School will provide notice of these Board meetings using the same form of communication regularly used by the administration to communicate with parents.

If a Fee Schedule is adopted, the Board may amend the Fee Schedule using the same process.

Maximum Fee Amounts

In connection with the establishment of a Fee Schedule, the Board will establish a per student annual maximum fee amount that the School may charge a student for the student's participation in all courses, programs, and activities provided, sponsored, or supported by the School for the year. This is a maximum total aggregate fee amount per student per School year.

The Board may establish a reasonable number of activities, courses, or programs that will be covered by the annual maximum fee amount.

Notice to Parents

If the School charges fees, the Chief Executive Officer(s) will annually provide written notice of the School’s Fee Schedule and Fee Waiver Policy to the parent or guardian of each student in the School by ensuring that a written copy of the School’s Fee Schedule and Fee Waiver Policy is included with all registration materials provided to potential or continuing students each year. Any Fee Schedule shall clearly identify any fee for each activity, course, or program alongside the description of the activity, course, or program.

If the School charges fees, the School will also post the following on its website:

(a) The School’s Fee Schedule, including maximum fee amounts, and Fee Waiver Policy;
(b) The School’s fee waiver application;
(c) The School’s fee waiver decision and appeals form; and
(d) The School’s fee notice(s) for families.

Donations

The School may not request or accept a donation in lieu of a fee from a student or parent unless the activity, class, or program for which the donation is solicited will otherwise be fully funded by the School and receipt of the donation will not affect participation by an individual student.

A donation is a fee if a student or parent is required to make the donation as a condition to the student's participation in an activity, class, or program.

The School may solicit and accept a donation or contribution in accordance with the School’s policies, including the Donation and Fundraising Policy, but such requests must clearly state that donations and contributions by a student or parent are voluntary.

If the School solicits donations, the School: (a) shall solicit and handle donations in accordance with policies and procedures established by the School; and (b) may not place any undue burden on a student or family in relation to a donation.

Fee Collection

The School may pursue reasonable methods for obtaining payment for any fees charged and for charges assessed in connection with a student losing or willfully damaging School property.

The School may not exclude students from school, an activity, a class, or a program that is provided, sponsored, or supported by the School during the regular school day; refuse to issue a course grade; or withhold official student records, including written or electronic grade reports, class schedules, diplomas, or transcripts, as a result of unpaid fees.

The School may withhold the official student records of a student responsible for lost or damaged School property consistent with Utah Code § 53G-8-212 until the student or the student's parent has paid for the damages, but may not withhold a student's records required for student enrollment or placement in a subsequent school.

A reasonable charge may be imposed by the School to cover the cost of duplicating, mailing, or transmitting transcripts and other school records. No charge may be imposed for duplicating, mailing, or transmitting copies of school records to an elementary or secondary school in which the student is enrolled or intends to enroll.

Consistent with Utah Code § 53G-6-604, the School will forward a certified copy of a transferring student's record to a new school within 30 days of the request, regardless of whether the student owes fees or fines to the School.

Students shall be given notice and an opportunity to pay fines prior to withholding issuance of official written grade reports, diplomas and transcripts. If the student and the student's parent or guardian are unable to pay for damages or if it is determined by the School in consultation with the student's parents that the student's interests would not be served if the parents were to pay for the damages, then the School may provide for a program of voluntary work for the student in lieu of the payment. A general breakage fee levied against all students in a class or school is not permitted.

Fee Refunds

Student fees are non-refundable.

Budgeting and Spending Revenue Collected Through Fees

The School will follow the general accounting standards described in Rule R277-113 for treatment of fee revenue.

If the School charges fees the School will establish a spend plan for the revenue collected from each fee charged. The spend plan will (a) provide students, parents, and employees transparency by identifying a fee's funding uses; (b) identify the needs of the activity, course, or program for the fee being charged and include a list or description of the anticipated types of expenditures, for the current fiscal year or as carryover for use in a future fiscal year, funded by the fee charged.

School Fee Collections & Accounting Procedures

It is the responsibility of the Chief Executive Officer(s) to ensure that all student fees collected are in compliance with the Fee Schedule and applicable financial policies and procedures.

Fees must be received and deposited in a timely manner.

Money may only be collected by staff authorized by the Chief Executive Officer or Principal. Students may not collect fees.

If the School charges fees the School may not use revenue collected through fees to offset the cost of fee waivers by requiring students and families who do not qualify for fee waivers to pay an increased fee amount to cover the costs of students and families who qualify for fee waivers. However, the School may notify students and families that the students and families may voluntarily pay an increased fee amount or provide a donation to cover the costs of other students and families.

Fee Waiver Provisions

To ensure that no student is denied the opportunity to participate in a class or activity that is provided, sponsored, or supported by the School because of an inability to pay a fee, the School will provide fee waivers or other provisions in lieu of fee waivers if the School charges fees. Fee waivers or other provisions in lieu of a fee payment will be available to any student whose parent cannot pay a fee.

All fees are subject to waiver.

Non-waivable charges are not subject to waiver.

Fee Waiver Administration

If the School charges fees, the Chief Executive Officer(s) will administer this policy and either the Chief Executive Officer, Principal, or a designee will review and grant fee waiver requests. The process for obtaining waivers or pursuing alternatives will be administered in accordance with this policy, fairly, objectively, and without delay, and in a manner that avoids stigma, embarrassment, undue attention, and unreasonable burdens on students and parents.

The School will not treat a student receiving a fee waiver or provision in lieu of a fee waiver differently from other students. The process for obtaining waivers or pursuing alternatives will create no visible indicators that could lead to identification of fee waiver applicants.

The process for obtaining waivers or pursuing alternatives will comply with the privacy requirements of The Family Educational Rights and Privacy Act of 1974, 20 U.S.C. 1232g (FERPA).The School may not identify a student on fee waiver to students, staff members, or other persons who do not need to know. As a general rule, teachers and coaches do not need to know which students receive fee waivers. Students may not assist in the fee waiver approval process.

Fee Waiver Eligibility

A student is eligible for a fee waiver if the School receives verification that:

(a) In accordance with Utah Code § 53G-7-504(4), family income falls within levels established annually by the State Superintendent and published on the Utah State Board of Education website;
(b) The student to whom the fee applies receives Supplemental Security Income (SSI). If a student receives SSI, the School may require a benefit verification letter from the Social Security Administration;
(c) The family receives TANF or SNAP funding. If a student's family receives TANF or SNAP, the School may require the student's family to provide the School an electronic copy or screenshot of the student's family's eligibility determination or eligibility status covering the period for which the fee waiver is sought from the Utah Department of Workforce Services;
(d) The student is in foster care through the Division of Child and Family Services or is in state care. If a student is in state care or foster care, the School may rely on the youth in care required intake form or school enrollment letter provided by a caseworker from the Utah Division of Child and Family Services or the Utah Juvenile Justice Department; or
(e) The student qualifies for McKinney-Vento Homeless Assistance Act assistance. If a student qualifies for McKenney-Vento, verification is obtained through the School's McKinney-Vento liaison.

The School will not maintain copies of any documentation provided to verify eligibility for a fee waiver.

The School will not subject a family to unreasonable demands for re-qualification.

If the School charges fees, the School may grant a fee waiver to a student, on a case by case basis, who does not qualify for a fee waiver under the foregoing provisions but who, because of extenuating circumstances, is not reasonably capable of paying the fee.

The School may charge a proportional share of a fee or a reduced fee if circumstances change for a student or family so that fee waiver eligibility no longer exists.

The School may retroactively waive fees if eligibility can be determined to exist before the date of the fee waiver application.

Fee Waiver Approval Process

If the School charges fees, the School will inform patrons of the process for obtaining waivers and will provide a copy of the standard fee waiver application on the School's website.

If the School charges fees, the Chief Executive Officer(s), Principal, or a designee will review fee waiver applications within five (5) school days of receipt. If the School denies a request for a fee waiver, the School will provide the decision to deny a waiver in writing and will provide notice of the procedure for appeal in the form approved by the Utah State Board of Education.

Any requirement that a student pay a fee will be suspended during any period in which the student's eligibility for a waiver is being determined or during the time a denial of waiver is being appealed.

Each year the School will maintain documentation regarding the number of School students who were given fee waivers, the number of School students who worked in lieu of fee waivers, the number of School students who were denied fee waivers, the total dollar value of student fees waived by the School, and the total dollar amount of all fees charged to students at the School, as this information may be requested by the Utah State Board of Education as part of its monitoring of the School's school fees practices.

The School shall also submit school fee revenue information in the Utah Public Education Financial System as provided in R277-113.

Appeal Process

Denial of eligibility for a waiver may be appealed in writing to the Chief Executive Officer or Principal within ten (10) school days of receiving notice of denial. The School shall contact the parent within two (2) weeks after receiving the appeal and schedule a meeting with the Chief Executive Officer or Principal to discuss the parent's concerns. If, after meeting with the Chief Executive Officer or Principal, the waiver is still denied, the parent may appeal, in writing, within ten (10) school days of receiving notice of denial to the Board.

In order to protect privacy and confidentiality, the School will not retain information or documentation provided to verify eligibility for fee waivers.

Alternatives to Fees and Fee Waivers

If the School charges fees, the School may allow a student to perform service or another approved task (as described in Utah Code § 53G-7-504(2)) in lieu of paying a fee or, in the case of an eligible student, in lieu receiving a fee waiver, but such alternatives may not be required. If the School allows an alternative to satisfy a fee requirement, the Chief Executive Officer or Principal will explore with the interested student and his or her parent/guardian the alternatives available for satisfying the fee requirement, and parents will be given the opportunity to review proposed alternatives to fees and fee waivers. However, if a student is eligible for a waiver, textbook fees must be waived, and no alternative in lieu of a fee waiver is permissible for such fees.

The School may allow a student to perform service in lieu of paying a fee or receiving a fee waiver if: (a) the School establishes a service policy or procedure that ensure that a service assignment is appropriate to the age, physical condition, and maturity of the student; (b) the School's service policy or procedure is consistent with state and federal laws, including Section 53G-7-504 regarding the waiver of fees and the federal Fair Labor Standards Act, 29 U.S.C. 201; (c) the service can be performed within a reasonable period of time; and (d) the service is at least equal to the minimum wage for each hour or service.

A student who performs service may not be treated differently than other students who pay a fee.

The service may not create an unreasonable burden for a student or parent and may not be of such a nature as to demean or stigmatize the student.

The School will transfer the student's service credit to another LEA upon request of the student.

The School may make an installment payment plan available for the payment of a fee. Such a payment plan may not be required in lieu of a fee waiver.

The School may provide optional individual fundraising opportunities for students to raise money to offset the cost of the student's fees as provided in R277-408.

Fee Waivers for School Trips

Students may be granted a fee waiver for no more than two School-sponsored trips per school year. A student who has been granted a fee waiver for one School-sponsored trip may request a fee waiver for a second School-sponsored trip during the same school year. The fee waiver request for a second School-sponsored trip shall be accompanied by an action plan, developed in consultation with and approved by the Chief Executive Officer(s) or Principal, that addresses how the student or family will contribute to the School or community through one or more of: (a) participation in approved fundraising; (b) approved custodial work or service in lieu of fees consistent with R277-407 and the Fair Labor Standards Act; (c) installment-payment arrangements for ancillary trip costs not covered by waiver; or (d) other contributions specified in the action plan.

The fee waiver request for a second School-sponsored trip shall be granted upon the Chief Executive Officer(s) or Principal’s approval of the action plan unless documentation establishes the student's participation would impose an undue financial burden on the School beyond fee-waiver expectations.

For purposes of this section, “trip” and “action plan” have the meanings assigned to those terms in Utah Code § 53G-7-504.

Annual Review, Approval, and Training

In the event the School elects to charge fees, the Board will review and approve this policy annually.

In the event the School elects to charge fees, the School will develop a plan for at least annual training of School employees on fee-related policies specific to each employee’s job functions.

Paid Parental and Postpartum Recovery Leave

In accordance with Utah Code § 53G-11-209, the School offers qualified employees paid parental and postpartum recovery leave to enable employees to care for and bond with their new child and to recover from childbirth. This policy is effective July 1, 2026.

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Definitions

For purposes of this policy:

"Parental leave" means paid leave hours the School provides to a parental leave eligible employee to bond with a child or incapacitated adult, including a child born to, adopted by, or place in foster care with the parental leave eligible employee, or a child or incapacitated adult for whom the parental leave eligible employee is appointed the legal guardian.

"Parental leave eligible employee" means a School employee who receives regular paid personal time off (PTO) benefits from the School and is:

(a) a birth parent as defined in Utah Code § 81-13-101;
(b) legally adopting a minor child, unless the individual is the spouse of the pre-existing parent;
(c) the intended parent of a child born under a validated gestational agreement in accordance with Title 81, Chapter 5, Part 8, Gestational Agreement;
(d) appointed the legal guardian of a minor child or incapacitated adult; or
(e) a foster parent of a minor child.

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"Postpartum recovery leave" means paid leave hours the School provides to a postpartum recovery leave eligible employee to recover from childbirth that occurs at 20 weeks or greater gestation.

"Postpartum recovery leave eligible employee" means a School employee who:

(a) receives regular paid personal time off (PTO) benefits from the School; and
(b) gives birth to a child.

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"Qualified employee" means:

(a) a parental leave eligible employee; or
(b) a postpartum recovery leave eligible employee.

"Retaliatory action" means to do any of the following regarding an employee:

(a) dismiss the employee;
(b) reduce the employee's compensation;
(c) fail to increase the employee's compensation by an amount to which the employee is otherwise entitled to or was promised;
(d) fail to promote the employee if the employee would have otherwise been promoted; or
(e) threaten to take an action described immediately above.

Postpartum Recovery Leave

The School allows a postpartum recovery leave eligible employee to use up to four calendar weeks of postpartum recovery leave for recovery from childbirth that occurs at 20 weeks or greater gestation.

Postpartum recovery leave as described above:

(a) shall be used starting on the day on which the postpartum recovery leave eligible employee gives birth, unless a health care provider certifies that an earlier start date is medically necessary;

(b) shall be used in a single continuous period, unless otherwise authorized in writing by the Chief Executive Officer(s); and

(c) runs concurrently with FMLA leave, if applicable to the postpartum recovery leave eligible employee.

A postpartum recovery leave eligible employee's postpartum recovery leave does not increase if the postpartum recovery leave eligible employee has more than one child born from the same pregnancy.

Parental Leave

The School allows a parental leave eligible employee who does not qualify for postpartum recovery leave to use up to 40 contracted workdays of parental leave, and allows a parental leave eligible employee who also qualifies for postpartum recovery leave to use up to 20 contracted workdays of parental leave, for:

(a) the birth of the parental leave eligible employee's child;

(b) the adoption of a child;

(c) the appointment of legal guardianship of a child or incapacitated adult; or

(d) the placement of a foster child in the parental leave eligible employee's care.

Parental leave as described above:

(a) may not be used before the day on which:

  (1) the parental leave eligible employee's child is born;

  (2) the parental leave eligible employee adopts a child;

  (3) the parental leave eligible employee is appointed legal guardian of a child or incapacitated adult; or

  (4) a foster child is placed in the parental leave eligible employee's care;

(b) may not be used more than six months after the date described immediately above;

(c) may be used intermittently;

(d) runs concurrently with FMLA leave, if applicable to the parental leave eligible employee; and

(e) runs consecutively to postpartum recovery leave, if applicable to the parental leave eligible employee.

A parental leave eligible employee's parental leave does not increase if the parental leave eligible employee:

(a) has more than one child born from the same pregnancy;

(b) adopts more than one child;

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(c) has more than one foster child placed in the parental leave eligible employee's care; or
(d) is appointed legal guardian of more than one child or incapacitated adult.

A parental leave eligible employee who does not qualify for postpartum recovery leave may not use more than 40 contracted workdays of parental leave within a single 12-month period, and a parental leave eligible employee who also qualifies for postpartum recovery leave may not use more than 20 contracted workdays of parental leave within a single 12-month period, regardless of whether during that 12-month period the parental leave eligible employee:
(a) becomes the parent of more than one child;
(b) adopts more than one child;
(c) has more than one foster child placed in the parental leave eligible employee's care; or
(d) is appointed legal guardian of more than one child or incapacitated adult.

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Leave Period

The maximum amount of postpartum recovery leave available to qualified employees under this policy is four calendar weeks. Any non-contracted workdays (such as holidays, days during summer break, etc.) that occur during a qualified employee's postpartum recovery leave count toward the four-calendar week leave period.

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The maximum amount of parental leave available to qualified employees under this policy who do not qualify for postpartum recovery leave is 40 contracted workdays. The maximum amount of parental leave available to qualified employees under this policy who also qualify for postpartum recovery leave is 20 contracted workdays. Any non-contracted workdays (such as holidays, days during summer break, etc.) that occur during a qualified employee's parental leave do not count toward the employee's applicable contracted workday leave period.

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Notice of Plan to Take Leave

Qualified employees shall give their Campus Principal or the School's Chief Executive Officer(s) notice at least 30 days before the day on which the qualified employee plans to:
(a) begin using parental leave or postpartum recovery leave; and
(b) stop using postpartum recovery leave.

If circumstances beyond the qualified employee's control prevent the qualified employee from giving notice as described above, the qualified employee shall give the School each notice described above as soon as reasonably practicable.

All such notices shall be reviewed by the employee's Campus Principal and Chief Executive Officer(s). If the employee providing notice does not meet the definition of a qualified employee under this policy (and is therefore not entitled to parental or postpartum recovery leave), the Campus Principal or Chief Executive Officer(s) shall inform the employee. Employees may be required to provide documentation supporting the need for parental or postpartum recovery leave.

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Other Leave

Except with respect to FMLA leave, the School may not charge parental leave or postpartum recovery leave against a qualified employee's regular paid personal time off (PTO) or any other leave a qualified employee is entitled to under the School's leave policies.

Employee Benefits During Leave

During the time a qualified employee uses parental leave or postpartum recovery leave, the qualified employee shall continue to receive all employment related benefits and payments at the same level that the qualified employee received immediately before beginning the parental leave or postpartum recovery leave, provided that the qualified employee pays any required employee contributions.

Employee Position after Leave

Following the expiration of a qualified employee's parental leave or postpartum recovery leave, the School shall ensure that the qualified employee may return to:

(a) the position that the qualified employee held before using parental leave or postpartum recovery leave; or
(b) a position within the School that is equivalent in seniority, status, benefits, and pay to the position that the qualified employee held before using parental leave or postpartum recovery leave.

Despite the foregoing, if during the time a qualified employee uses parental leave or postpartum recovery leave the School experiences a reduction in force and, as part of the reduction in force, the qualified employee's employment would have been terminated had the qualified employee not been using the parental leave or postpartum recovery leave, the School may terminate the qualified employee's employment in accordance with any applicable process or procedure as if the qualified employee were not using the parental leave or postpartum recovery leave. In addition, upon termination of a qualified employee's employment (for any reason), the employee is not entitled to be paid for any unused parental leave or postpartum recovery leave.

Retaliatory Action

The School may not interfere with or otherwise restrain a qualified employee from using parental leave or postpartum recovery leave in accordance with this policy. In addition, the School may not take retaliatory action against a qualified employee for using parental leave or postpartum recovery leave in accordance with Utah Code § 53G-11-209.

Part-Time Qualified Employees

In the event a qualified employee of the School is also a part-time employee, the employee shall be allowed to use the amount of parental leave or postpartum recovery leave available to the qualified employee under this policy on a pro rata basis.

Enrollment and Lottery Policy

Adopted: January 20, 2016
Revised: December 17, 2025

Purpose

Wallace Stegner Academy (the "School") believes that it is important to conduct its lottery and the enrollment of students in a fair, consistent, and legal manner. This policy is intended to establish the guidelines for how these processes will be handled.

Policy

The School will follow applicable laws and Utah State Board of Education rules in connection with its lottery and the enrollment of students.

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Applications

Students will apply for admission to the School electronically.

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The applications of students that are not accepted will be purged prior to each new open enrollment period rather than carried over to the following year, so new applications must be submitted each year for students seeking admission to the School.

In order to determine how many spots will be available the following year, students who are enrolled in the School may be asked, prior to each open enrollment period, to indicate whether they intend to attend the School the following year. Currently enrolled students are not required to submit an application each year.

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Lottery

In the event that more students apply during an enrollment period than there are available spots in any given grade, as determined by the Chief Executive Officer(s), students will be selected by a computer-generated random-draw lottery in accordance with state guidelines.

Open Enrollment

The School will begin accepting applications in approximately December of the prior year. The first lottery will be held in approximately January of each year. Additional lotteries will be held as needed until the desired enrollment numbers are reached. The open enrollment period will remain open and the School will continue to accept applications until all available spots have been filled. The School may, at the discretion of the Chief Executive Officer(s), continue to enroll students from the lottery throughout the school year to fill spots that open when students withdraw.

The School will publicize on its website the dates of enrollment periods so that all interested parents will have an opportunity to submit an application for their student(s).

Preferential Enrollment

The School will offer preferential enrollment to certain categories of students as permitted under applicable law.

Preferential enrollment will first be given first to the children or grandchildren of any "founding members." Founding members are those individuals who have actively participated in the development of the School, as determined by the Board of Directors. Founder status will not be conferred based on donations made to the School.

Preferential enrollment will next be given to the children or grandchildren of a member of the School's Board of Directors.

Preferential enrollment will next be given next to siblings of an individual who previously or is presently enrolled in the School.

Preferential enrollment will be given next to children of an employee of the School.

No students will be given priority notice or guaranteed admission to the School. The School will not make enrollment decisions or give preference to any student on any basis prohibited by applicable state or federal law, including Utah Code § 53G-6-403(3)(a), federal civil rights laws, and the Individuals with Disabilities Education Improvement Act of 2004 ("IDEA").

Past Disciplinary and Misconduct Issues

Any student seeking enrollment in the School who was previously suspended or expelled from another school for serious misconduct may not be admitted to the School until a thorough review of the student's prior conduct is evaluated by the School's administration and the School's administration approves the student to be admitted. In addition, the School may not enroll a student from another school unless the student record from the previous school, including the discipline file (if applicable), is received or the School's administration reviews the data gateway for any safe-school violation, reintegration, or threat assessment.

In accordance with Utah Code § 53G-8-205(3), the School may deny admission to students who were expelled from the School or any other school during the preceding twelve (12) months.

Consistent with Utah Administrative Code Rule R277-472-7, the School may deny admission to students who have disciplinary procedures pending at their previous school until previous allegations have been resolved. The School generally recognizes and honors disciplinary actions imposed on a student by another school. Accordingly,

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the School may deny admission to a student who is currently under suspension or expulsion from another school.

In accordance with Utah Code § 53G-6-403(3)(b), the School may deny admission to students who (i) have committed serious infractions of the law or school policies, including policies of the School; (ii) have been guilty of chronic misbehavior which would, if it were to continue after the student was admitted to the School, endanger persons or property, cause serious disruptions in the School, or place unreasonable burdens on School staff; or (iii) have any school safety incidents or safe-school violations.

Parents of students seeking admission to the School must disclose in their application information about their student's past serious disciplinary actions and criminal convictions. If this information is not disclosed, if materially false or misleading information is provided in the application, or if information that would have been relevant to the School's enrollment decision is omitted, and the School discovers the omission or misrepresentation after the student has been enrolled in the School, the School may place the student's enrollment under review while the School investigates the matter. Following the investigation, the School may take appropriate action in accordance with this and other School policy, which may include but is not limited to continued enrollment, continued enrollment subject to conditions, or recission of the student's enrollment if the School determines that the undisclosed information would have provided a lawful basis to deny admission at the time of the application. Parents of students whose enrollment has been rescinded consistent with this paragraph may appeal the decision in accordance with the School's Parent Grievance Policy.

During the investigation process mentioned above, the School may restrict a student's attendance at the School if deemed necessary by the School to protect student safety or facilitate the review.

Situations involving students receiving special education and related services under the IDEA shall be handled in a manner consistent with applicable laws and School policy.

Procurement Policy

Adopted: January 20, 2016
Revised: September 19, 2017
Revised: March 14, 2022
Revised: December 17, 2025

Policy

Wallace Stegner Academy (the “School”) will follow applicable state and federal laws in connection with the procurement of services, supplies and equipment, including but not limited to the provisions of the Utah Procurement Code at Utah Code § 63G-6a-101, *et seq.* and the administrative rules in Title R33 of the Utah Administrative Code.

Procurement Processes

The School will follow the procurement processes below unless an exception applies.

Quotes or Bids Not Required

No procurement process is required for purchases of items up to $5,000. The School may make such purchases from any vendor without obtaining competitive bids or quotes. However, the School may only purchase up to $10,000 worth of items each costing $5,000 or less from one vendor at one time without obtaining competitive bids or quotes. The School may also only purchase up to $50,000 worth of items each costing $5,000 or less from one vendor during one year without obtaining competitive bids or quotes.

Quotes or Bids Required

For small purchases as defined in R33-105, which will typically include purchases of items between $5,000.01 and $50,000 other than professional services or construction projects, the School will determine minimum specifications, provide the specifications to multiple vendors, obtain at least two competitive bids or quotes that include minimum specifications, and purchase from the responsible vendor offering the lowest bid or quote meeting the specifications. The School will also record and maintain as a governmental record the names of the vendors offering bids or quotes and the date and amount of each bid or quote.

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Formal Procurement Process Necessary

For purchases of items over $50,000 other than professional services or construction projects, the School will conduct a formal procurement process, such as an Invitation for Bids or a Request for Proposals.

Professional Services

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For small purchases of professional service providers and consultants as defined in R33-105, which will typically include purchases of such services up to $100,000 per

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project, the School will first review the qualifications of at least three companies, firms, providers, and/or individuals; rank them from highest to lowest; begin direct negotiation with the highest ranked; and if an agreement cannot be reached with the highest ranked, move to the next highest until an agreement is reached. Obtaining competitive bids or quotes for the above-described small purchases is not required.

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For small purchases of design professional services as defined in R33-105, which will typically include purchases of such services up to $100,000 per project, the School will first review the qualifications of at least three design professional firms and then select one through direct negotiation. The School will also include minimum specifications when doing a small purchase of design professional services as defined in R33-105. Obtaining competitive bids or quotes for the above-described small purchases is not required.

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However, if the cost of a professional service provider's, consultant's, or design professional's services exceeds $100,000, the School will conduct a formal procurement process for such services, such as an Invitation for Bids or a Request for Proposals.

Construction Projects

For small purchases of construction projects as defined in R33-105, the School may procure a small construction project up to $25,000 from a contractor without obtaining competitive bids or quotes after documenting that all building code approvals, licensing requirements, permitting, and other construction related requirements are met. When procuring a small construction project costing between $25,000.01 and $100,000, the School will obtain at least two competitive bids or quotes that include minimum specifications and will award the project to the contractor with the lowest bid or quote that meets the specifications after documenting that all applicable building code approvals, licensing requirements, permitting, and other construction related requirements are met.

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The School will include minimum specifications when doing a small purchase of a construction project as defined in R33-105. Contractors selected by the School to do a small construction project must certify that they are capable of meeting the minimum specifications of the project.

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If the cost of a construction project exceeds $100,000, the School will conduct a formal procurement process, such as an Invitation for Bids or a Request for Proposals.

Other Requirements

The School will not artificially divide purchases or otherwise take steps in order to avoid the requirement to obtain competitive bids or quotes or conduct a formal procurement process.

School personnel will comply with the provisions of the Procurement Code prohibiting the acceptance of gratuities or kickbacks from vendors during the procurement process.

The School's contracts with vendors, including any renewal or extension periods, will not have a term that is longer than five years unless an exception applies or the School complies with the requirements of the Procurement Code governing any contract with a term that is longer than five years.

The School will comply with the requirements of the Procurement Code in connection with any construction or real property improvements undertaken by the School.

When entering into a contract, the School will ensure that the contract includes appropriate language regarding the scope of work to be performed, adequately addresses any applicable federal requirements, and includes language regarding data privacy and use, where appropriate. The School will ensure that the appropriate legal review of contract language is performed prior to entering into the contract.

When the School uses federal grant funds to procure goods or services, the School will comply with applicable federal law and regulations, including the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, 2 C.F.R. Part 200. To the extent federal procurement requirements are more restrictive than Utah law or this policy, the more restrictive federal requirements shall govern the procurement of goods or services purchased with federal grant funds.

Any alleged violations of this policy or applicable law shall be reported in writing to the School's Chief Executive Officer(s) or Board of Directors.

Review

The School shall review this policy annually.

Religion and Education Policy

Adopted: September 17, 2015
Revised: March 21, 2024
Revised: December 17, 2025

Purpose

It is the policy of Wallace Stegner Academy (the "School") to recognize, protect, and accommodate the rights of religious practice and expression guaranteed by state and federal laws and by the constitutions of Utah and the United States.

The purpose of this policy is to help School personnel protect and accommodate individual religious belief and rights of conscience in the School.

Policy

The School's Board of Directors expects School personnel to foster mutual understanding and respect for all individuals and beliefs. Study about religion is an important part of a complete education and is necessary to achieving an understanding of history, societies, and cultures throughout the world. School curricula – including activities, discussions, assignments, displays, and performances – may refer to religious thought and expression, provided such references are designed to achieve specific educational objectives.

School personnel should neither promote nor disparage any religious, agnostic, or atheistic belief or religion in general. Teaching about religion should be objective, thus avoiding any implication that religious doctrines have the endorsement of School authority. School personnel should recognize that religious holidays are observed in various ways, or not observed at all, based upon the influence of ethnic tradition, family style, or religious conviction.

The School shall ensure that:

- (a) a student may express the student's beliefs about religion in homework, artwork, and other written or oral assignments free from discrimination based on the religious perspective of the student's submissions; and
- (b) home and classroom work is:
  - (i) not penalized or rewarded on the basis of religious perspective; and
  - (ii) judged by ordinary academic standards of substance, relevance, and other legitimate pedagogical objectives; and
- (c) notification of the constitutional freedoms described in this Policy is provided to school officials, employees, and students.

Students may refrain from participation in any aspect of school that violates a religious belief or right of conscience of the student or of the student's parent or guardian.

The School shall not, in any aspect of school:

(a) require or incentivize a student to affirm or deny the student's or the student's parent or guardian's religious belief or right of conscience;
(b) engage a student in a practice that violates or is contrary to the student's or the student's parent or guardian's religious belief or right of conscience; or
(c) penalize or discriminate against a student for refraining from participation due to the student's or the student's parent or guardian's religious belief or right of conscience.

A student's parent or guardian may waive the student's participation in any aspect of school (e.g., activities, discussions, and assignments) that the parent or guardian feels would violate the parent or guardian's or student's right of conscience or religious belief. Such waivers must be communicated in a timely manner to the appropriate School authorities.

The Chief Executive Officer(s) shall establish administrative procedures to implement this policy.

Sex Education Instruction Policy
Adopted: January 20, 2016
Revised: November 15, 2018
Reviewed: June 27, 2022

Purpose

The purpose of this policy is to ensure that any sex education instruction or instructional program taught at Wallace Stegner Academy (the "School") is compliant with state law.

Policy

The School will comply with applicable state law regarding the presentation of sex education instruction or instructional programs.

"Sex education instruction or instructional programs" means any course material, unit, class, lesson, activity, or presentation that, as the focus of the discussion, provides instruction or information to a student about: sexual abstinence; human development, including puberty and maturation; human reproductive processes, including conception, fetal development, pregnancy, and birth; human reproductive anatomy and physiology; healthy dating practices, marriage, and parenthood, in accordance with the success sequence as defined in Utah Code § 53G-10-402; adoption in accordance with Utah Code § 53G-10-404; information about contraceptive methods or devices in accordance with Utah Code § 53G-10-402(2)(b) and (c); chronic, infectious, and acute diseases and conditions of the reproductive system, including sexually transmitted infections and diseases; or refusal skills, as defined in Utah Code § 53G-10-402. While these topics are most likely discussed in courses such as health education, health occupations, human biology, physiology, parenting, adult roles, psychology, sociology, child development, and biology, this policy applies to any course or class in which these topics are the focus of discussion.

The Chief Administrative Officer(s) shall establish administrative procedures to help the School comply with the requirements related to sex education instruction or instructional programs under Utah law.

Review

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.

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