

**Syracuse Arts Academy
Board of Directors Meeting Agenda
August 20, 2026**

Location: SAA North Campus- 357 S 1550 W, Syracuse, UT 84075
Time: 5:30 PM



SAA Mission Statement

The mission of Syracuse Arts Academy is to develop respectful, confident citizens in a solid educational environment enriched by artistic expression.

Board Mission Statement

As Board members, we agree and uphold the following statements as our Mission.

- ★ We will govern, not manage the school director or employees.
- ★ We will make arts integration a key element of our school.
- ★ We will maintain a stable and workable financial budget.
- ★ We will speak as one voice.

AGENDA

INTRODUCTORY

- Welcome & Roll Call – Mary Johnston
 - Board Mission – Neil Garner
 - School Mission – Kellie Mudrow

PUBLIC COMMENT (Comments will be limited to 3 minutes each)

REPORTS

- Finance Reports
 - Financial Update – Rene Dreiling/Angie Young
- Administration Reports
 - State of the School – Kellie Mudrow
- Board Chair Report—Mary Johnston
 - 360 Advantage

CONSENT ITEMS

- June 17, 2026 Board Meeting and Closed Session Minutes
- July 22, 2026 Board Meeting Minutes

VOTING ITEMS

- Into Math Purchase
- Retention Wall- Luxe Landscape
- Bleacher Purchase
- Meal Charge Increase
- Policy Amendments
 - Capitalization and Expense
 - Electronic Resources
 - Paid Parental and Postpartum Recovery
 - Procurement
 - Salary Supplement for Highly Needed Educators Policy (SHiNE)
 - Sex Education Instruction
 - Weapons on School Property

CALENDARING

- Next Board Meeting—October 1, 2026

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.



EXECUTIVE SUMMARY

FINANCE REPORT

See board meeting documentation folder for the most up to date report.

Action: *No action needed*

ADMINISTRATION REPORT

See board meeting documentation folder for the most up to date report.

Action: *No action needed*

CONSENT ITEMS

See board meeting documentation folder for draft minutes to be approved.

Action: *Board Vote*

INTO MATH PURCHASE

Syracuse Arts Academy Antelope Elementary is seeking approval to purchase HMH Into Math K–6 Version 2, including student and teacher materials, digital licenses, and instructional resources for a two-year period. The proposal totals **\$38,764.69**, including \$31,407.80 in materials and \$7,356.89 in shipping and handling.

Action: *Board Vote*

RETENTION WALL

This proposal is for the construction of a retaining wall south of the turf field. The project includes soil and rock removal, site preparation with road base, compaction, and the installation of a block retaining wall to stabilize the area and retain soil. The total estimated cost is **\$29,500**.

Action: *Board Vote*

BLEACHER PURCHASE

The Board will consider approval of the purchase of new telescopic bleachers from ADP Lemco, Inc. for Syracuse Arts Academy's Antelope campus. The bleachers will provide seating for approximately 302 individuals plus six wheelchair spaces. The purchase is available through State Contract #MA3912 at a total cost of \$68,898, including freight and installation.

Action: *Board Vote*

POLICY AMENDMENTS:

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 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 a qualified employee who adopts a child under six (6) years of age (this leave is in addition to the three (3) weeks of parental leave already available to 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. Unlike adoption leave, foster leave is not in addition to parental leave because the bill removes foster leave from the parental leave category and establishes it as a separate leave benefit. The Paid Parental and Postpartum Recovery Leave Policy has been revised to incorporate these changes, and its title has been updated to the Paid Parental, Postpartum Recovery, Adoption, and Foster Leave Policy.

Amending Procurement Policy

The school’s Procurement Policy has been revised to comply with changes to R33-105, including with respect to quotes for purchases between \$5k and \$50k, professional services, and construction projects. A provision was also added regarding the school following federal procurement requirements, if applicable, when using federal grant funds to procure goods and services.

Amending Salary Supplement for Highly Needed Educators Program Policy (SHiNE Policy)

By law, the school must update or re-approve its SHiNE Policy annually. There are no changes recommended with respect to the school’s designated high-needs areas. However, in consultation with accounting and legal, some proposed provisions have been added to the policy regarding payment of the salary supplement in certain circumstances, including: (a) if an eligible teacher’s employment with the school ends *before* the salary supplement is paid (e.g., a teacher quits or is fired mid-year), the teacher will receive only a prorated portion of the salary supplement based on the portion of the school year the teacher worked at the school; and (b) if an eligible teacher begins employment with the school *after* the certified list of salary supplement recipients is finalized, the teacher is not automatically entitled to a salary supplement but the administrator may in their discretion and subject to SHiNE funding award the teacher a prorated salary supplement. A couple other minor revisions to the policy are recommended as well.

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. Although HB 281 was passed in 2025, the changes relative to sex education instruction go into effect beginning July 1, 2026.

Amending Weapons on School Property Policy

HB 84 clarifies that individuals may not carry a firearm on school property, whether openly or concealed, unless authorized by law. The bill also clarifies that an individual with a concealed firearm permit may carry a firearm only in a concealed manner, unless the individual is lawfully responding to an active threat or another statutory exception applies. The Weapons on School Property Policy has been amended to reflect these changes.

Action: Board Vote

July 2026 financials are included. As of July 31, 2026, we are 8% through fiscal year 2027.

Financial statements for the close of fiscal year 2026 are in progress. We have 90 days to review salaries/wages, revenue, and expenses for proper fiscal year recognition and make any necessary accruals. Auditors are now on site at AWS and the trial balance for SAA is due by the end of August. They will review the trial balance and make recommendations for entries and adjustments.

Additionally, the financial statements you received for July 2026 do not reflect the proper budget percentages in every category. As you'll remember, we submitted a preliminary budget for FY2027 at the end of June knowing we would need to amend it once more accurate information was received related to the bond proceeds and the purchase of the South campus. The award of the APEX grant will also affect the budget. Once FY2026 is closed, I will be better able to focus on the FY27 budget and what amendments need to be made.

PTIF

- Balance: \$6,066,519.65
- Interest Earned: \$20,141.43
- Interest Rate: 3.9222

Syracuse Arts Academy

Statement of Activities

Created on August 16, 2026

For Prior Month

Reporting Book:

ACCRUAL

As of Date:

08/16/2026

Location:

Syracuse Arts Academy

	Annual June 30, 2027	Year-to-Date July 31, 2026	
	Budget	Actual	% of Budget
Net Income			
Income			
Revenue From Local Sources	618,474	35,651	5.8 %
Revenue From State Sources	27,167,083	2,503,318	9.2 %
Revenue From Federal Sources	800,717	261,509	32.7 %
Total Income	28,586,274	2,800,478	9.8 %
Expenses			
Instruction/Salaries	13,930,198	83,900	0.6 %
Employee Benefits	4,334,264	32,026	0.7 %
Purchased Prof & Tech Serv	1,616,000	172,534	10.7 %
Purchased Property Services	1,094,988	1,721,106	157.2 %
Other Purchased Services	295,000	19,610	6.6 %
Supplies & Materials	2,551,000	392,318	15.4 %
Property	1,250,000	8,385	0.7 %
Debt Services & Miscellaneous	2,908,375	3,008	0.1 %
Total Expenses	27,979,825	2,432,887	8.7 %
Total Net Income	606,449	367,591	60.6 %

Syracuse Arts Academy
Statement of Financial Position
Created on August 16, 2026
For Prior Month

Reporting Book: ACCRUAL
As of Date: 08/16/2026
Syracuse Arts Academy
Location:

	Period Ending 07/31/2026	Period Ending 07/31/2025
	Actual	Actual
Assets & Other Debits		
Current Assets		
Operating Cash	8,665,441	9,757,781
Accounts Receivables	695,141	443,742
Other Current Assets	103,571	103,570
Total Current Assets	9,464,153	10,305,093
Restricted Cash	54,001,231	3,581,606
Net Assets		
Fixed Assets	44,210,431	44,210,431
Depreciation	(10,629,517)	(10,629,518)
Total Net Assets	33,580,914	33,580,913
Total Assets & Other Debits	97,046,298	47,467,612
Liabilities & Fund Equity		
Current Liabilities	1,214,959	1,038,315
Long-Term Liabilities	87,515,207	33,763,463
Fund Balance	7,948,541	11,139,102
Net Income	367,591	1,526,732
Total Liabilities & Fund Equity	97,046,298	47,467,612

STATEMENT OF ACCOUNT

PTIF

UTAH PUBLIC TREASURERS' INVESTMENT FUND

Marlo M. Oaks, Utah State Treasurer, Fund Manager

PO Box 142315

350 N State Street, Suite 180

Salt Lake City, Utah 84114-2315

Local Call (801) 538-1042 Toll Free (800) 395-7665

www.treasurer.utah.gov

SYRACUSE ARTS ACADEMY
 BUSINESS ADMINISTRATOR
 290 NORTH FLINT STREET
 KAYSVILLE UT 84037

Account **Account Period**

4959 July 01, 2026 through July 31, 2026

Summary

Beginning Balance	\$ 6,046,378.22	Average Daily Balance	\$ 6,046,378.22
Deposits	\$ 20,141.43	Interest Earned	\$ 20,141.43
Withdrawals	\$ 0.00	360 Day Rate	3.8684
Ending Balance	\$ 6,066,519.65	365 Day Rate	3.9222

Date	Activity	Deposits	Withdrawals	Balance
07/01/2026	FORWARD BALANCE	\$ 0.00	\$ 0.00	\$ 6,046,378.22
07/31/2026	REINVESTMENT	\$ 20,141.43	\$ 0.00	\$ 6,066,519.65
07/31/2026	ENDING BALANCE	\$ 0.00	\$ 0.00	\$ 6,066,519.65

{Effective: 07/31/2026} The GASB Fair Value factor at June 30, 2026 is 1.00218353

Enterprise Payroll Optimization

Built for Compliance. Designed for Confidence.

A smarter way to increase EBITDA,
enhance employee health,
and reduce payroll tax burden—
without disrupting existing health benefit plans.



Trusted by sophisticated employers, universities,
healthcare organizations, and strategic partners nationwide.



11 Years

Operating
Experience



3,500+

Employer
Groups



2.5 Million+

Employees
Served



\$280M+

Healthcare Costs
Reduced



EXECUTIVE OVERVIEW

Confidential | For Employer & Strategic Partner Discussions

Why Leading Organizations Choose 360 Advantage

Vetted by sophisticated organizations with the highest standards for compliance, risk management, and employee wellbeing.



TRUSTED. VETTED. PROVEN.

Our program has undergone extensive legal, tax, HR, and procurement review by industry-leading organizations.

HEALTHCARE

Humana.

Abbott



UNIVERSITIES



FORTUNE 500 / ENTERPRISE



INSURANCE PARTNER

MassMutual

Life Insurance Component



When organizations with the most to protect choose 360 Advantage, you can have confidence in recommending it to your clients.

TWO COMPLEMENTARY BENEFITS

Health Support Now. Protection That Stays.

PERSONALIZED HEALTH EXPERIENCE



+

MASSMUTUAL WHOLE LIFE



Wellness guidance built around you

Private, message-based guidance for preventive care, behavioral health, chronic conditions, healthy habits, reminders and practical next steps.

Protection that builds living value

Permanent protection plus cash value that can build over time—supporting loved ones and creating a financial resource while you are living.

Policy features, guarantees, eligibility, premiums and cash-value access are subject to the issued policy terms.



ONE PROGRAM. VALUE ON BOTH SIDES OF THE PAYCHECK.

Built to strengthen employer economics while activating employee health.

FOR THE EMPLOYER

\$1,230

POTENTIAL ANNUAL EMPLOYER PAYROLL-TAX REDUCTION
PER ENROLLED EMPLOYEE*



Stronger bottom-line performance



Reduced payroll-tax burden



Added value alongside
existing health plans



Greater retention and
workforce stability



FOR THE EMPLOYEE

\$1,500 - \$2,000

ILLUSTRATED ANNUAL INCREASE TO EMPLOYEE PAY
AFTER THE \$142 MONTHLY FEE*



A more efficient paycheck result



Private health-awareness signals



Personalized guidance and next steps



Ongoing preventive, behavioral
and chronic-care support

*Illustrative only. Employer figure uses \$16,080 annual pre-tax election x 7.65%. Employee figure assumes \$39,000 annual salary, 8% federal withholding, 7.65% FICA and 6% state withholding. Actual results vary.

ONE COORDINATED PROGRAM. VALUE FOR THE BUSINESS AND THE PEOPLE WHO POWER IT.

One Connected System. A More Personal Health Journey.

Advantage 2.0 connects personal health activation, ongoing guidance and smarter benefit design—inside one coordinated employee experience.



01

REFLECTYOU 360

A private, phone-based scan reveals 80 personal wellness signals.



02

PERSONALIZED HEALTH JOURNEY

Relevant guidance, resources and next steps support healthier choices.



03

SMARTER BENEFIT DESIGN

An employer-sponsored medical expense benefit plan creates the foundation.



From awareness to action— **without adding another complicated employee portal.**



A Better Experience for Employees.

360 Advantage delivers a modern, personalized, and convenient experience that empowers employees to take control of their health—anytime, anywhere.



ENGAGED EMPLOYEES ARE HEALTHIER, HAPPIER, AND MORE LOYAL.

We make it easy for employees to access the care, guidance, and support they need to live healthier lives.

PERSONALIZED. PROACTIVE. ALWAYS AVAILABLE.



AI-POWERED PERSONALIZATION

Smart technology delivers personalized recommendations and reminders based on age, gender, and health needs.



PREVENTIVE & CHRONIC CARE SUPPORT

Evidence-based programs and condition management to help prevent issues and manage ongoing conditions.



MENTAL HEALTH & WELLBEING

24/7 access to mental health resources, coaching, and support when it matters most.



ON-DEMAND CARE ACCESS

Telehealth, virtual visits, and a 24/7 concierge connect employees to care quickly and easily.



CONVENIENCE AT THEIR FINGERTIPS

Mobile-first platform with messages, resources, and support—anytime, anywhere.



Healthy employees. Stronger organizations. Better outcomes for everyone.

By combining advanced technology with human support, we help employees stay engaged, informed, and on the path to better health.



96%
Member
Retention Rate*



21.9M+
Member / Patient
Encounters*



240K+
Critical Events
Prevented*



\$280M+
Healthcare Costs
Saved*

Enterprise Value. Measurable Impact.

360 Advantage delivers financial results that strengthen your **bottom line** while improving the health and experience of your **workforce**.



REAL RESULTS. REAL IMPACT.

Measurable financial savings.
Stronger employees.
Healthier organizations.
A smarter path forward.

A BETTER OUTCOME FOR EMPLOYERS AND EMPLOYEES



IMPROVE EMPLOYEE HEALTH

AI-powered preventive, mental health, and chronic care support drives better outcomes and lower claim risk.



INCREASE EBITDA

Employers save an average of \$1,230 per employee per year in payroll taxes.



REDUCE HEALTHCARE COSTS

Preventive care and earlier intervention help reduce avoidable claims, utilization, and long-term healthcare spend.



EMPLOYEE PAYCHECK SAVINGS

Employees enjoy an average of \$1,800 per year in additional take-home pay.



Backed by Our Enterprise **Indemnification Promise**

We stand behind our program. If a covered compliance issue ever occurs, we indemnify your organization for:

Your protection is our priority. We're with you—every step of the way.



Attorney
Fees



CPA
Fees



Penalties &
Fines



Interest



Taxes



Legal Defense
Costs

ILLUSTRATIVE PAYCHECK MECHANICS

More Value in every paycheck

The same eligible pre-tax election can improve illustrated employee take-home pay and reduce the employer's FICA burden.

CURRENT ILLUSTRATION • \$3,250 MONTHLY GROSS PAY • 8.00% FEDERAL WITHHOLDING • 7.65% FICA • 6.00% STATE WITHHOLDING • \$142 EMPLOYEE FEE

ILLUSTRATIVE MONTHLY PAYCHECK

\$3,250 SAMPLE GROSS PAY

PAYCHECK LINE	WITHOUT 360	WITH 360
Monthly gross pay	\$3,250.00	\$3,250.00
Eligible pre-tax 360 election	—	– \$1,340.00
Taxable monthly wages	\$3,250.00	\$1,910.00
Federal withholding	– \$260.00	– \$152.80
Employee FICA	– \$248.63	– \$146.12
State withholding	– \$195.00	– \$114.60
Total taxes	– \$703.63	– \$413.52
Approved Medical Expense Adjustment	—	+ \$1,198.00
Illustrated net pay	\$2,546.37	\$2,694.48

ILLUSTRATED EMPLOYEE RESULT

+\$148.11 / MONTH

\$1,340 election = \$1,198 approved adjustment + \$142 total employee fee in this illustration.

EMPLOYEE CHOICE

1 Additional take-home pay

Potentially retain more of each paycheck through eligible pre-tax savings.

2 Whole Life Insurance

Guaranteed, portable coverage up to \$150K from MassMutual.

One Employee.

A Measurable Annual Opportunity.

\$1,340

Eligible monthly
pre-tax election



12 MONTHS



\$16,080

Annual eligible
pre-tax election



7.65%

EMPLOYER FICA

\$1,230.12

Potential annual employer
payroll-tax reduction

PER ELIGIBLE PARTICIPATING EMPLOYEE

THE OPPORTUNITY SCALES WITH PARTICIPATION

100 EMPLOYEES • **\$123,000**

500 EMPLOYEES • **\$615,000**

1,000 EMPLOYEES • **\$1,230,000**

*Illustrative gross payroll-tax reduction based on the stated eligible pre-tax election and the combined 6.20% Social Security + 1.45% Medicare employer rate.
Actual results vary by employee eligibility, participation, payroll, plan design, and applicable limits.



Compliance at the core.

Value at every level.

360 Advantage is built to protect your organization, your relationships, and your reputation.

Our program minimizes administrative burden while maximizing compliance confidence—so you can deliver greater value without adding risk.



We solve for what keeps you up at night.



We Put Our Money Where Our Compliance Promise Is. Comprehensive Indemnification Protection.

If a covered compliance issue ever occurs, 360 Advantage will indemnify your organization for the following:

Your protection is our priority. We're with you—every step of the way.

BUILT TO PROTECT YOUR TEAM AND YOUR BUSINESS



COMPLIANCE FIRST

Conservative plan design aligned with multiple provisions of the tax code and IRS guidance.



MINIMAL EMPLOYER WORKLOAD

We handle implementation, employee communication, documentation, and ongoing administration.



BROKER & PARTNER FRIENDLY

Complements existing relationships. We do not disrupt or replace your current benefits strategy.



SEAMLESS PAYROLL INTEGRATION

Designed for efficient integration with leading payroll providers.



EMPLOYEE EDUCATION INCLUDED

We drive engagement through personalized messaging and support.



COMPREHENSIVE DOCUMENTATION

Robust plan documents, white papers, and legal analysis available for your review.



WHITE-GLOVE IMPLEMENTATION

Experienced team ensures a smooth, compliant, and timely launch.



CONTINUOUS MONITORING

Ongoing compliance oversight and updates to adapt to regulatory changes.



ENTERPRISE INDEMNIFICATION

We stand behind our program with robust indemnification for covered compliance risks.



CPA & Attorney Fees



Penalties & Interest



Taxes



Legal Defense Costs

From Approval to Launch— Without Adding Work to Your Plate.

A guided rollout keeps your benefits, payroll and people teams aligned from day one.



Timing and configuration vary by employer, payroll platform, eligibility and plan requirements.

SIMPLE IMPLEMENTATION

Only 3–4 total hours of company involvement are required to go live.

Our team handles the heavy lifting.

YOUR TEAM STAYS INFORMED. OUR TEAM KEEPS THE ROLLOUT SIMPLE.

We look forward to working with you.

We believe in transparency, compliance, and partnership. That's why we welcome review from your entire advisory team.

360 Advantage is built for organizations that demand **confidence**—not just claims.



OUR PROMISE TO YOU

We stand behind our program, our compliance, and our results—100%.

If we don't deliver value, **you pay nothing.**



SCHEDULE YOUR EXECUTIVE BRIEFING

Let's build a stronger future—together.

WHAT'S INCLUDED



EXECUTIVE DISCOVERY MEETING

Understand your goals, challenges, and current benefits strategy.



PAYROLL SAVINGS ANALYSIS

Customized financial impact analysis based on your real payroll data.



COMPLIANCE DOCUMENTATION

IRS-aligned plan design with complete documentation package.



WHITE PAPERS

In-depth overview of plan design, compliance, and tax advantages.



LEGAL & TAX REVIEW MATERIALS

Resources for your legal, tax, and advisory review.



CUSTOMIZED FINANCIAL ILLUSTRATION

Projected savings, employee impact, and bottom-line improvement.



Built for organizations that demand **confidence**—not just claims.



OUR MISSION:

Deliver measurable financial results, elevate employee well-being, and protect what matters most.

**STRONGER TOGETHER.
GREATER IMPACT.**

Syracuse Arts Academy
Board of Directors Meeting Agenda
June 17, 2026



Location: SAA North Campus- 357 S 1550 W, Syracuse, UT 84075

Time: 5:30 PM

In Attendance: Mary Johnston, Neil Garner, Art Hansen, Nate Schow, Rene Dreiling

Others In Attendance: Kellie Mudrow, Heidi Bauerle, Angie Young, Brad Taylor, Krystal Taylor, David Robertson

MINUTES

INTRODUCTORY

Mary Johnston called the meeting to order at 5:35 PM. Nate Schow shared the board mission statement and Kellie Mudrow shared the school mission statement.

- Welcome & Roll Call – Mary Johnston
 - Board Mission – Nate Schow
 - School Mission – Kellie Mudrow

PUBLIC COMMENT

There were no comments.

REPORTS

- Finance Reports
 - Update on School Bonding – Brad Taylor
David Robertson and Brad Taylor presented regarding the Syracuse Arts Academy 2026 bond financing project and related refinancing strategy. The financing team reported that favorable market conditions, maintenance of the school's bond rating, and strategic debt structuring are expected to generate significant long-term savings, including an estimated \$1.3 million reduction in total debt service costs. The board reviewed the bond pricing results and financing provisions designed to maximize financial value for the school.

David Robertson left the meeting following his presentation.

- Financial Update – Rene Dreiling/Angie Young
 - Annual Commitment to Ethical Behavior
 - Fraud Risk Assessment

May 2026 financials were reviewed. As of May 31, 2026, the school is 93% through fiscal year 2026. Overall revenue is at 89.7% of budget; reimbursements requested in June total \$377,688.47 with approximately \$128,000 still remaining to request pending completion of final reports. Total expenditures are 92.9% of budget. Budget categories trending high include Purchased Property Services at 95.5%, Supplies & Materials at 120.2%, and Property at 241.5%. The Supplies & Materials and Property overage categories are being addressed through the budget amendment voted on at this meeting. The PTIF balance is \$6,027,105.70 with interest earned of \$19,684.35 at a rate of 3.858%.

The Annual Commitment to Ethical Behavior was presented. Each board member reviewed the school's Ethics Policy and signed the annual commitment to abide by the policy, conducting themselves consistent with high standards of ethics and complying with applicable law.

The Fraud Risk Assessment for FY2026, as required annually by the Utah Office of the State Auditor, was presented. The assessment evaluates the school's internal controls and identifies areas of potential financial risk or vulnerability. CAO Kellie Mudrow and CFO Rene Dreiling provided required signatures.

- Administration Reports
 - State of the School – Kellie Mudrow
 - Enrollment & Staffing Update
 - Antelope Campus Update

Kellie Mudrow presented the State of the School report. Enrollment for the 2026–2027 school year shows a total LEA projected count. Three new classrooms continue to progress on schedule. The new parking lot south of the elementary school has been excavated and is being prepared for blacktop installation. Work on the new turf field is underway with excavation and site preparation currently taking place. Overall, campus improvement projects continue to make steady progress as planned.

CONSENT ITEMS

- May 7, 2026 Board Meeting Minutes
Rene Dreiling made a motion to approve the May 7, 2026 Board Meeting Minutes. Neil Garner seconded. Motion passed unanimously. Votes were as follows: Mary Johnston, Aye; Neil Garner, Aye; Art Hansen, Aye; Nate Schow, Aye; Rene Dreiling, Aye.

VOTING ITEMS

- Final Amended Budget 2025/2026
The amended FY2025–2026 budget was presented for approval. The amended budget reflects updated revenue and expenditure projections based on actual operations through May and anticipated year-end activity. Total revenues are projected at approximately \$29.75 million, an increase from the originally approved budget driven primarily by additional state and federal funding and the use of available surplus funds. Total expenditures have been adjusted to match projected revenues and include increased costs associated with facilities, property improvements, supplies and materials, and the continued expansion of school operations. The amended budget is balanced and provides a more accurate representation of the school's financial position through the end of the fiscal year. Brad Taylor reviewed final revisions to the FY 2025–2026 budget to account for bond financing transactions. The Board discussed adding to the motion of the vote an amendment incorporating the bond proceeds received and related financing and debt repayment expenditures to ensure the budget reflects current financial activity.
- Proposed 2026/2027 Budget
The proposed FY2026–2027 budget was presented for approval. The budget projects approximately \$28.59 million in revenues and \$27.98 million in expenditures, resulting in an anticipated year-end surplus of approximately \$606,000. The budget prioritizes

classroom instruction, employee compensation and benefits, operational needs, and continued investment in facilities and educational programs. Revenue projections are based primarily on anticipated state funding and enrollment assumptions, while expenditure estimates reflect the school's ongoing commitment to supporting student achievement and maintaining financial stability. Administration recommended approval of the proposed budget as a fiscally responsible plan for the upcoming school year.

- Insurance Coverage

The Board reviewed insurance coverage options for the 2026–27 school year. Syracuse Arts Academy currently carries property, casualty, liability, and related coverage through Hanover Insurance Company at a prior year premium of \$91,896. Academica West, in collaboration with Arthur J. Gallagher & Co., presented a voluntary group insurance program for participating client schools. Under the proposed program, SAA's estimated premium would be \$95,716.30, and the school would be covered as an additional named insured under the group policies. The program will only move forward contingent upon sufficient enrollment by participating schools. The Board discussed both options and took action.

- Board Member Terms & Elected Officers

The Board reviewed current board member terms and officer positions in accordance with the annual meeting requirement. Current board members are: Mary Johnston (Chair, term expires 06/30/2028), Neil Garner (Vice Chair, term expires 06/30/2027), Rene Dreiling (Financial Coordinator, term expires 06/30/2026), Art Hansen (Secretary, term expires 06/30/2029), and Nathan Schow (Board Member, term expires 06/30/2029). Rene Dreiling's term expires June 30, 2026. The Board took action to address the expiring term and to confirm or elect officers for the coming year.

- Schedule A

The Board reviewed the updated Schedule A, an exhibit to the Charter Agreement with the Utah State Charter School Board (SCSB). Schedule A sets forth key school-specific details including the school's name (Syracuse Arts Academy), location (2893 W 1700 S, Syracuse, UT 84075), mission statement, grade levels served (K–9), maximum LEA enrollment of 2,509 students, board structure (3–7 members, 2 or 4-year terms), and waived administrative rules (none). The Board was asked to review and approve the updated Schedule A as part of the Charter Agreement renewal.

Nate Schow made a motion to approve the final amended Fiscal Year 2025–2026 budget with the additional amendment to reflect the receipt of \$78,200,000 in bond proceeds and the associated bond-related expenditures, including \$2,000,000 of issuance costs charged to Object Code 0833 and \$24,715,000 of bond defeasance/redemption costs charged to Redemption of Principal 0840.; Proposed Budget for fiscal year 2026/2027; to participate in the proposed group insurance if enough participants join, otherwise to continue with the current insurance coverage plan with the current provider; to renew Rene Dreiling's board term for an additional four-year term, expiring June 30, 2030, and maintain all current board member terms and officer positions as presently assigned, including Mary Johnston as Chair, Neil Garner as Vice Chair, Rene Dreiling as Financial Coordinator, Art Hansen as Secretary, and Nathan Schow as Board Member; and to approve Schedule A as presented. Neil Garner seconded. Votes were as follows:

Mary Johnston, Aye; Neil Garner, Aye; Art Hansen, Aye; Nate Schow, Aye; Rene Dreiling, Aye. Motion passed unanimously.

BOARD REVIEW

- Review Draft Balance Scorecard—Mary Johnston

The Board previously participated in a strategic planning discussion to establish the school's vision plan and complete a TOWS analysis reviewing strengths, weaknesses, opportunities, and threats. This item provided an opportunity for the Board to revisit that work, review progress made to date, and incorporate future-year planning priorities into the balanced scorecard and ongoing strategic direction discussions. This item is being provided to the board for review and will be brought back to a future meeting for continued discussion.

CLOSED SESSION—to discuss the character, professional competence, or physical or mental health of an individual and/or to discuss deployment of security personnel, devices, or systems pursuant to Utah Code 52-4-205(1)(a) & (f).

AT 6:53 PM Neil Garner made a motion to enter closed session located in the Library at the SAA North Campus. Nate Schow seconded. Votes were as follows: Mary Johnston, Aye; Neil Garner, Aye; Art Hansen, Aye; Nate Schow, Aye; Rene Dreiling, Aye. Motion passed unanimously.

AT 7:15 PM Nate Schow made a motion to end closed session and return to open meeting. Rene Dreiling seconded. Votes were as follows: Mary Johnston, Aye; Neil Garner, Aye; Art Hansen, Aye; Nate Schow, Aye; Rene Dreiling, Aye. Motion passed unanimously.

VOTING ITEMS

- Lead Director Agreement, Compensation and Evaluation

Following closed session, the Board reviewed and acted upon the Lead Director's annual employment agreement. This item was tabled at the May 7, 2026 meeting and was brought back for discussion and vote.

CALENDARING

- 2026-2027 Board Meeting Calendar
- NCSC26 New Orleans, LA June 24-26 (Wed-Fri)

The 2026–2027 Board Meeting Calendar was reviewed. Meetings are generally held at SAA North Campus (357 S 1550 W, Syracuse) at 5:30 PM unless otherwise noted. Proposed dates include: August 6, 2026; October 1, 2026; December 3, 2026 (if needed); February 11, 2027; April 8, 2027; May 6, 2027 (if needed); June 3, 2027 (Annual Board Meeting, 9:00 AM); and June 24, 2027 (if needed). The upcoming NCSC26 conference in New Orleans, LA on June 24–26 was also noted.

ADJOURN

Nate Schow made a motion to approve the Lead Director Agreement and Compensation and to adjourn. Neil Garner seconded. Motion passed unanimously. Votes were as follows: Mary Johnston, Aye; Neil Garner, Aye; Art Hansen, Aye; Nate Schow, Aye; Rene Dreiling, Aye.



**Syracuse Arts Academy
Board of Directors
Closed Session Statement
June 17, 2026**

Location: SAA North Campus- 357 S 1550 W, Syracuse, UT 84075

CLOSED SESSION SWORN STATEMENT:

*At a duly noticed public meeting held on the date listed above, the board of directors for **SYRACUSE ARTS ACADEMY** entered into a closed session for the sole purpose of discussing the character, professional competence, or physical or mental health of an individual and/or to discuss deployment of security personnel, devices, or systems pursuant to Utah Code 52-4-205(1)(a) & (f)*

I declare under criminal penalty under the law of Utah that the foregoing is true and correct.

Signed on the 17th day of June, 2026, at Syracuse, Utah.

Mary Johnston
Board Chair

Syracuse Arts Academy

Electronic Board of Directors Meeting Agenda

July 22, 2026



Zoom Link: <https://us02web.zoom.us/j/82561552208>

In Attendance: Mary Johnston, Neil Garner, Nate Schow, Art Hansen

Others In Attendance: Kellie Mudrow, Krystal Taylor, Jay Welk, Wendy Long, Heidi Bauerle

Excused: Rene Dreiling

MINUTES

INTRODUCTORY ITEMS

- Welcome & Roll Call
Mary Johnston called the meeting to order at 5:03 PM.

VOTING ITEMS

- Furniture Purchases
- Manufacturing Machinery Purchases

The Board approved the purchase of furniture and equipment to outfit the three new Career and Technical Education (CTE) classrooms as part of the Apex Grant. The purchases will provide students with industry-standard workspaces, equipment, and technology to support hands-on instruction and expand career-focused learning opportunities. Jay Welk and Wendy Long were able to work hard to secure the funds from the Apex Grant in order to make these purchases happen.

Neil Garner made a motion to approve the furniture purchases up to \$125,000 and manufacturing machinery purchases up to \$120,000. Art Hansen seconded. Votes were as follows: Mary Johnston, Aye; Neil Garner, Aye; Nate Schow, Aye; Art Hansen, Aye. Motion passed unanimously.

DISCUSSION ITEMS

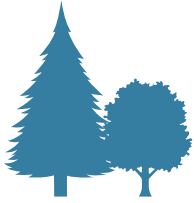
- Calendaring Items
 - The next Board Meeting will be held on August 20th, 2026

ADJOURN

At 5:15PM Nate Schow made a motion to adjourn. Neil Garner seconded. Motion passed unanimously. Votes were as follows: Mary Johnston, Aye; Neil Garner, Aye; Nate Schow, Aye; Art Hansen, Aye.

LUXE LANDSCAPE

Landscaping and Building General Contractor



ESTIMATE

Riley Barnes

(801) 941-0317

LuxeLandscapeUtah@gmail.com

2331 N 1350 W

Box #4

Ogden, UT 84404

Attention: SAA SC
Phone: 801-200-5385
Address: 2211 W 3060 S Syracuse, UT
Date: 6/15/2026

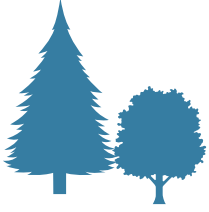
Project Title: Retention Wall South
Project Description: Remove Soil, Add Road Base, Compact, Retention
Quote Number: 11061501
Invoice Number:

Description	Quantity	Unit Price	Extended
Soil/Rock Removal Labor	1	N/A	\$0.00
Road Base Material/Prep	1	N/A	\$0.00
Retention Wall Material/ Construction	1	N/A	\$0.00
			\$0.00
			\$0.00
Verbal Quote	1	N/A	\$29,500.00
			\$0.00
			\$0.00
			\$0.00
		Subtotal	\$29,500.00
Included in Material Costs	Tax	N/A	\$0.00
		Total	\$29,500.00

*By accepting the terms of this estimate, Luxe Landscape will perform the services as described in this document. Any additional work not covered in this estimate will incur additional charges.

LUXE LANDSCAPE

Landscaping and Building General Contractor



ESTIMATE

Riley Barnes

(801) 941-0317

LuxeLandscapeUtah@gmail.com

2331 N 1350 W

Box #4

Ogden, UT 84404

Description
Cost to include prep, material and installation of Block retention wall. To retain soil south of Turf field.



GENERAL BID

Date	QUOTE #
8/5/2026	21280

13702 S 200 W B9
Draper, UT 84020
Phone #(801) 280-4000

PROJECT MANAGER

SCHYLER SOMMER SSOMMER@ADPLEMCO.COM

THIS BID IS LIMITED TO ITEMS, SIZES, QUANTITIES, AND SPECIFICATIONS ON THIS QUOTE ONLY AND IS BASED ON ADP LEMCO PRODUCTS UNLESS OTHERWISE SPECIFIED HEREIN. IF THERE ARE ANY DISCREPANCIES PLEASE CONTACT ESTIMATOR FOR A REVISED PRICE

PROJECT NAME:

**SYRACUSE ARTS ACADEMY
290 NORTH FLINT STREET
KAYSVILLE, UT 84037**

LOCATION:

**SYRACUSE ARTS ACADEMY
SYRACUSE, UT 84075**

SECTIONS	ADDENDA
LEAD TIME	CONTRACTOR LICENSE
20-25	

Qty	Description	Rate	Total
1	PROJECT LIST PRICE	143,109.44	143,109.44
	IRWIN SEATING TELESCOPIC BLEACHERS BANK 1 - 85' 6" X 6 ROWS 10" Rise 24" Spacing Clear Coat 5/8 Decking Standard 11 inch Deck Level Filler Wall attached 120 VAC, Single Phase IDS Power System 302 10" Infinity Seats (18" Wide Seats), Tread Mounted on Telescopic 2 Sets of Self Storing End Rails Starting At Row 2 6 - 36" x 24" Recov. Wheel Chair Spaces w/No Rail Galvanized Nose and Rear Beam Aisle #1 is 48 inches wide, with Smart Rail Standard Steel steps including Removable Front Step Aisle #2 is 48 inches wide, with Smart Rail Standard Steel steps including Removable Front Step Aisle #3 is 48 inches wide, with Smart Rail Standard Steel steps including Removable Front Step Estimated Seating Capacity = 302 + 6 Recoverable Wheel Chair Spaces		
1	CONTRACT DISCOUNT	-71,544.72	-71,544.72
1	ADDITIONAL DISCRETIONARY DISCOUNT	-22,830.00	-22,830.00
1	FREIGHT	7,222.00	7,222.00
1	INSTALLATION	12,941.28	12,941.28
	TO PURCHASE OFF STATE CONTRACT REFERENCE CONTRACT #MA3912 ON PO		
	EXCLUSIONS: 1. SALES AND USE TAX 2. ALL ELECTRICAL AND CONTROL WIRING		

Total \$68,898.00

Syracuse Arts Academy Capitalization & Expense Policy



PURPOSE

The purpose of this policy is to allow for accounting to depreciate rather than expense qualified inventory items.

POLICY

Items and purchases which total over ~~\$5,000.00~~\$10,000.00, and which have a life of more than 3 years, shall be depreciated rather than expensed. The period of time items will be depreciated will be based on GAAP (Generally Accepted Accounting Practices). All items with a purchase value less than ~~\$5,000.00~~\$10,000.00 will be expensed. The following list is not meant to be exhaustive, but rather to show examples of depreciated and non-depreciated purchases.

Items that may be depreciated:

- Office equipment
- Office furniture
- Copy machines
- Computers & printers
- Kitchen Equipment

Items that may NOT be depreciated:

- Consumables
- Textbooks
- Work books and instructional aids
- Office supplies
- Replacement or repair parts
- Etc.

Syracuse Arts Academy

Electronic Resources Policy



PURPOSE

Syracuse Arts 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.

POLICY

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.

Definitions

“**Electronic Device**” means a device that is used for audio, video, or text communication or any other type of computer or computer-like instrument including but not limited to: a cell phone or smart phone, a smart or electronic watch, a tablet, ~~or~~ a virtual reality device, or AI glasses.

~~“**Instructional time**” means the hours during the School day designated by the School for class instruction.~~

“**Privately-owned electronic device**” means an electronic device that is not owned or issued by the School to a student or employee, including any emerging technology (which includes any device that has or will be able to act in place of or as an extension of an individual’s cell phone).

“**School day**” means the ~~hours that make up~~ time from the beginning of the School day, ~~according to as designated by~~ the School’s bell schedule, until the end of the School day, as ~~designed by the School’s bell schedule, including all instructional time, lunch periods, recess, and transition times between classes.~~

“**School-owned electronic device**” means an electronic device that is owned, provided, issued, or lent by the School to a student or employee.

“**School-sponsored activities**” means field trips, curricular and extracurricular activities, and extended School-sponsored trips or activities, including School-provided transportation to and from such activities.

Student Use of Electronic Devices

Students may possess and use electronic devices, including privately-owned electronic devices, at School under the conditions provided below.

- A privately-owned electronic device must be kept out of sight in a backpack or locker and be turned off or set to a mode where notifications can't be received from the time the student enters the School building until the dismissal bell, unless an exception provided in this policy applies. Students may use their cell phone after school in the School building to contact parents to arrange pick-up.
- Students may not use their privately-owned electronic device to respond to other privately-owned electronic devices in the School building and/or at School-sponsored activities unless specific permission is given by a teacher or the Campus Principal or an exception provided in this policy applies.
- Students may not use their privately-owned electronic device while on the playground, during breakfast or lunch, in the hallways or classrooms, or in any private area of the School like restrooms, locker rooms, etc., unless an exception provided in this policy applies.
- Use of privately-owned electronic devices on a field trip or during a sporting event or extracurricular activity is up to the School official responsible for students participating in the activity.
- Inappropriate use of electronic devices includes but is not limited to the following:
 - ✓ Electronic devices may not be used to view, access, download, store, or transmit pornography or other obscene or inappropriate material.
 - ✓ Electronic devices may not be used to bully, threaten, humiliate, embarrass, harass, or intimidate other students, teachers, volunteers, School guests, or School employees.
 - ✓ Electronic devices may not be used in ways that violate local, state, or federal laws.
 - ✓ Electronic devices may not be used during quizzes or tests unless specifically authorized by the teacher.
 - ✓ Access to privately-owned electronic devices is prohibited during state end of year testing.
- Electronic toys are not allowed in the School.
- Students violating the rules governing electronic devices may have the following consequences:
 - ✓ Parent contact.
 - ✓ Confiscation of their device.
 - ✓ Parents required to pick up device.
 - ✓ Disciplinary consequences depending on the number of previous infractions.
 - ✓ Law enforcement involvement if violation is potentially illegal.

Exceptions

The Campus Principal may give permission for a student to possess and use a privately-owned electronic device for good cause if the device does not distract from the instructional or educational process and is not otherwise used inappropriately.

Parents may request that the Campus Principal allow a student to possess and use a privately-owned electronic device on active mode at all times during ~~the~~ School ~~day~~hours and during School-sponsored activities, with the exception of during tests and standardized assessments, for good cause, including medical needs or unusual family situations. Parents may also request that the Principal allow a student to briefly use a privately-owned electronic device during non-instructional time in a specified location designated by the School.

Students may use a privately-owned electronic device to address a medical necessity.

A student may possess and use a privately-owned electronic device on active mode at all times during ~~the regular~~ School ~~day~~hours and during School-sponsored activities, including during assessments, if such an accommodation is specified in a written Section 504 plan, an Individualized Education Plan, or in connection with other legitimate circumstances determined by the Campus Principal.

Privately-owned electronic devices may be possessed and used in the event of an emergency during the limited period of the emergency in order to protect the safety of a student or School employee, visitor or volunteer. This includes using a privately-owned electronic device to respond to an imminent threat to health or safety of an individual or to respond to a School-wide emergency.

Students may also use a privately-owned electronic device during ~~the~~ School ~~day~~hours and during School-sponsored activities to use the SafeUT Crisis Line.

Parents may make other individualized requests for exceptions to this policy to the Campus Principal.

Consequences for Violation

A student will receive one warning prior to discipline for violating this policy unless the violation involves cheating or constitutes a violation of the School's Student Conduct and Discipline Policy or Bullying and Hazing Policy or at the discretion of the Campus Principal. On the second violation of this policy, if the violation involves a privately-owned electronic device, the privately-owned electronic device will be confiscated, labeled, and held in a secure location. The Campus Principal, teachers, and other individuals designated by the Campus Principal may confiscate privately-owned electronic devices under this policy.

Despite the foregoing, a privately-owned electronic device may be confiscated after an initial or other violation of this policy if the violation is deemed serious by the Campus Principal, teacher, or another individual designated by the Campus Principal. Serious violations include but are not limited to a student using a privately-owned electronic device to:

- Threaten, harass, bully, or intimidate another person;

- Access pornography or obscene material;
- Engage in academic dishonesty;
- Participate in criminal behavior; or
- Repeatedly or egregiously disrupt classroom or other School instruction.

An individual other than a student that finds or confiscates a privately-owned electronic device may search the device for the purpose of determining the device's owner. Students may not search privately-owned electronic devices that do not belong to them. Privately-owned electronic devices that are used inappropriately may be subject to search by the Campus Principal or other individuals designated by the Campus Principal if there is a reasonable suspicion that the device contains obscene or pornographic material or has been used to cheat or to threaten, embarrass, harass, or intimidate other students, teachers, volunteers, School guests, or School employees. School-owned electronic devices may be searched at any time by School officials, with or without cause.

The School is not responsible for loss, damage or theft of any privately-owned electronic devices. The School will make reasonable efforts to notify parents/guardians if the School has confiscated a student's privately-owned electronic device. Parents/guardians who show identification may retrieve confiscated electronic devices during School hours or by appointment. The School will retain un-retrieved privately-owned electronic devices until the end of the School year, at which the devices will be disposed of in a manner that ensures that no data stored on the device may be retrieved.

The Campus Principal may, subject to applicable law, impose additional disciplinary consequences for a student's violation of this policy, considering the nature of the violation and other disciplinary actions in which the student has been involved. Such disciplinary actions may include:

- Loss of the privilege to possess or use electronic devices
- Disciplinary letter to the student's parent/guardian that is placed in the student's file
- Detention
- In-School suspension
- Suspension
- Expulsion
- Loss of the privilege of participating in School-sponsored activities or of receiving honor recognition

The School may contact law enforcement if School employees believe that a student has used an electronic device in connection with a violation of criminal law, and criminal penalties may arise from inappropriate use of electronic devices.

Notice of the Policy

The School will make this policy accessible on the School's website, including in the same location as the School's Data Governance Plan required in R277-487.

~~Complaints about this policy or its enforcement, or complaints about observed behavior regarding this policy, should be addressed in accordance with the School's grievance policies.~~

Creative and Innovative Uses for Electronic Devices

Teachers and other School employees are encouraged to use electronic devices creatively in order to effectively communicate with students and parents/guardians and to enhance instruction. Creative uses might include notifying absent students of assignments, communicating with parents when students excel or if they are behind or absent, notifying students and parents of news articles or events that would enhance the learning experience, providing feedback to students on tests and assignments, parents notifying the School when students are absent or tardy.

Other Provisions

Picture taking or sound or video recording by students using privately-owned electronic devices is prohibited in School. Picture taking or sound or video recording by students is prohibited in private areas of the School such as locker rooms, counseling sessions, washrooms, and dressing areas. Violation may subject students to discipline, and any suspected illegal activity may be reported to law enforcement.

Students bring privately-owned electronic devices on School property at their own risk. The School is not responsible for lost, stolen or damaged privately-owned electronic devices.

Students are responsible for their privately-owned electronic devices and may be subject to discipline if their device is misused by another.

Parents, guests and visitors to the School may use privately-owned electronic devices at School and at School-sponsored activities only in accordance with rules established by the Campus Principal. Such individuals who use the School's electronic resources, including the School's equipment, services, or connectivity, whether on or off School property, may not use such resources to access inappropriate material or information.

Students' privately-owned electronic devices may not be connected to the School's wireless network. School visitors may connect privately-owned devices to the School's guest wireless network.

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).

Definitions

Key terms are as defined in the Children's Internet Protection Act.

“Technology Protection Measure” means a specific technology that blocks or filters Internet access to visual depictions that are:

[1-] Obscene, which means material that is obscene under as that term is defined in section 1460 of title 18, United States Code, and applicable United States Supreme Court precedent.

1-[2-] Child Pornography, as that term is defined in section 2256 of title 18, United States Code; or

2-[3-] Harmful to minors.

“Harmful to Minors” means as set forth in section 254 of title 47, United States Code, any picture, image, graphic image file, or other visual depiction that:

- 1- Taken as a whole and with respect to minors, appeals to a prurient interest in nudity, sex, or excretion;
- 2- Depicts, describes, or represents, in a patently offensive way with respect to what is suitable for minors, an actual or simulated sexual act or sexual contact, actual or simulated normal or perverted sexual acts, or a lewd exhibition of the genitals; and
- 3- Taken as a whole, lacks serious literary, artistic, political, or scientific value as to minors.

“Sexual Act” and **“Sexual Contact”** have the meanings given such terms in section 2246 of title 18, United States Code.

Access to Inappropriate Material

~~To the extent practical, the School will~~ employs technology protection measures (or “Internet filters”) to block or filter Internet access to—or other forms of electronic communications containing—inappropriate information over the School’s network or by School-owned electronic devices. These technology protection measures constitute the School’s preapproved content filtering system as described in Utah Code § 53G-7-1003, and they are employed by the School regardless of whether a parent requests them or not. The School also employs a parent-accessible monitoring system, which is a technology platform that enables a parent to review the activity of the parent’s student on School-owned electronic devices.

Specifically, as required by the Children’s Internet Protection Act, blocking shall be applied to visual depictions of material deemed obscene or child pornography, or to any material deemed harmful to minors.

Subject to staff supervision, technology protection measures may be disabled or, in the case of minors, minimized only for bona fide research or other lawful purposes. Procedures for disabling or otherwise modifying any technology protection measures shall be the responsibility of the Campus Principal or designated representatives.

Inappropriate Network Usage

To the extent practical, steps shall be taken to promote the safety and security of users of the School online computer network when using electronic mail, chat rooms, instant messaging, social media, and other forms of direct electronic communications.

Specifically, as required by the Children’s Internet Protection Act, prevention of inappropriate network usage includes: (a) unauthorized access, including so-called “hacking” and other unlawful activities and (b) unauthorized disclosure, use, and dissemination of personal identification information regarding minors.

Education, Supervision and Monitoring

It shall be the responsibility of all School employees to educate, supervise and monitor appropriate usage of the School’s online computer network and access to the Internet in accordance with this policy, the Children’s Internet Protection Act, the Neighborhood Children’s Internet Protection Act, and the Protecting Children in the 21st Century Act. This includes educating students about appropriate online behavior, including interacting with other individuals on social networking websites and in chat rooms, as well as cyberbullying awareness and response. The School will also provide information regarding these matters to parents/guardians.

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 School has initiated safeguards to restrict access to inappropriate materials, and use of the Internet and other electronic resources is monitored as well.

In order to use the School’s electronic resources, students must be willing to abide by the rules of acceptable use. Use of the School’s electronic resources is a privilege, and students have no expectation of privacy in connection with their use of the School’s electronic resources.

Students who abuse this privilege by actions such as damaging the School’s electronic resources; violating copyrights; bullying, hazing, intimidation, humiliation, harassment and threats; accessing pornography or other obscene or inappropriate material; inappropriate language; gambling; unauthorized games; hacking; invasion of the reasonable expectations of privacy of students or employees; or other unauthorized or inappropriate use, will be subject to discipline. Violation of policies and rules regarding use of the School’s electronic resources may also result in confiscation of School-issued devices and denial of access to the School’s electronic resources. This may result in missed assignments, inability to participate in required assignments and assessments, and possible loss of credit or academic grade consequences.

The School may contact law enforcement if School employees believe that a student has used School electronic resources in connection with a violation of criminal law, and criminal penalties may arise from inappropriate use of electronic resources. This applies to use of the School's electronic resources at any time and place, whether on or off School grounds.

Students are personally responsible for School electronic resources provided to them and the students and their parents/guardians may be held responsible for loss or damage to such electronic resources.

Parents play an important role in helping students understand what does and does not constitute acceptable use.

The Campus Principal shall ensure that additional rules and procedures regarding students' use of the School's electronic resources are established and clearly communicated to students and their parents/guardians. The Campus Principal shall ensure that students receive appropriate training regarding these rules and procedures. The rules and procedures shall be available for review at the School.

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.

At-Will Employment

Nothing in this policy is intended to create additional rights for any employee or to otherwise alter or amend the at-will nature of the employment relationship between the School and any employee.

The School's Rights

It is the School's policy to maintain an environment that promotes safe, ethical and responsible conduct in all activities involving the use of the School's electronic resources. The School recognizes its legal and moral obligation to protect the well-being of students and to preserve the integrity of its electronic resources. The School's rights in connection with its electronic resources include but are not limited to the following:

1. All data, files, programs, and materials downloaded with or used, sent, received, or stored upon the School's electronic resources are the School's property, and the School may deal with such items as it deems appropriate.
2. The School's Lead Director may log network use and monitor server space utilization by users and assumes no responsibility or liability for files deleted due to violation of server space allotments.
3. The School's Lead Director may remove a user account on the network with or without notice.

4. The School's Lead Director may monitor all user activities on the School's electronic resources, including but not limited to real-time monitoring of network activity and/or maintaining a log of Internet activity for later review.
5. The School's Lead Director may provide internal and external controls of network usage as appropriate and feasible, including but not limited to restricting online destinations through software or other means.
6. The School's Lead Director may limit or restrict, with or without notice, access to the School's electronic resources for those who do not abide by this policy or other direction governing the use of the School's electronic resources.
7. The School's Lead Director may determine, in its sole discretion, what materials, files, information, software, communications, and other content or activity are permitted or prohibited.
8. The School's Lead Director may delete or remove, with or without notice, any files, programs, data or other materials from any of the School's electronic resources.
9. The School's Lead Director may provide additional policies or guidelines regarding acceptable use of electronic resources.

Employees' Responsibilities Regarding Students' Use of Electronic Resources

Employees who supervise students, control electronic resources, or otherwise have the ability to observe student use of School electronic resources are responsible for educating students on appropriate use of the School's electronic resources. Such employees shall make reasonable efforts to monitor such use to ensure that it is consistent with applicable rules. Employees should make reasonable efforts to become familiar with the Internet and the use of the School's electronic resources to help ensure effective monitoring, instruction, and assistance.

User Responsibilities

Use of the School's electronic resources is a privilege intended to help employees fulfill their responsibilities and promote the School's mission. In order to maintain this privilege, users must agree to comply with this policy. Users who are aware of any violation of this policy by any employee must report the violation to the Campus Principal. Employees are responsible for any School electronic resources issued to them at all times and may be held responsible for any inappropriate use, regardless of the user.

Employees may use privately-owned electronic devices at School or at School-sponsored activities in accordance with rules and procedures established by the Campus Principal. Employees may not use privately-owned electronic devices at School or at School-sponsored activities to access inappropriate matter.

Violation of this policy is grounds for discipline, up to and including termination. The School may also notify law enforcement as appropriate, and such actions may subject an employee to criminal penalties.

Acceptable Use

Standards for acceptable use of the School's electronic resources include but are not limited to the following:

1. All use of the School's electronic resources, including but not limited to use of computers and other electronic devices, use of e-mail, and network and Internet access must be consistent with the School's mission.
2. Network accounts are to be used only by the authorized user of the account for the authorized purpose.
3. Users must take reasonable steps to protect the privacy of students, School employees and other members of the School community and must strictly maintain the confidentiality of information regarding such individuals.
4. Use of the School's electronic resources, whether inside or outside the School, must comply with the School's employee handbook, as established from time to time.
5. Employees must comply with applicable copyright laws, ethical rules, and other applicable laws and regulations.
6. Users must exercise appropriate professional judgment and common sense when transporting files to and from school, keeping in mind copyright and other legal issues, as well as ensuring that the non-School to or from which files are being transferred are employing appropriate virus-control technologies.
7. Users must exhibit professionally appropriate behavior when using the School's electronic resources in order to professionally represent and preserve the image the School.
8. Users must take reasonable precautions to protect the School's electronic resources in order to reduce repair costs, maintain the integrity of the network, and protect the School's assets. Employees who damage School electronic resources may be financially responsible for the cost of repair or replacement.
9. From time to time, the School will make determinations on whether specific uses of the School's electronic resources are consistent with the intent of this policy.

Unacceptable Use

The following uses of the School's electronic resources are prohibited:

1. Excessive use of the School's electronic resources for personal matters. "Excessive use" includes but is not limited to use of electronic resources in a manner that interferes with an employee's performance of work-related responsibilities or with the functioning of the School's electronic resources.
2. Use of the School's electronic resources in connection with social networking sites for non-academic purposes is prohibited.
3. Use of the School's electronic resources for commercial or for-profit purposes.
4. Use of the School's electronic resources for product advertisement or political lobbying.
5. Personal electronic devices may only be connected to the School's network with appropriate authorization.
6. Intentionally seeking information on, obtaining copies of, or modifying files, other data, or passwords belonging to other users, or impersonating or misrepresenting other users of the School's network.

7. Unauthorized use or disclosure of personal student information in violation of R277-487 and the Family Educational Rights and Privacy Act, 34 CFR, Part 99.
8. Use of the School's electronic resources in a manner that disrupts the use of the network by others.
9. Destroying, modifying, or abusing the School's electronic resources in any way.
10. Use of the School's electronic resources in a manner that threatens or impairs the integrity or security of the network.
11. Use of the School's electronic resources for hate mail, chain letters, harassment, discriminatory remarks, and other antisocial behaviors.
12. Downloading or installation of any software, including shareware and freeware, for use on the School's electronic resources without the approval of the Campus Principal or designee.
13. Use of any software on the School's electronic resources in violation of the applicable license or use agreement.
14. Use of the School's electronic resources to access, process, store, send or receive pornographic, sexually explicit or otherwise inappropriate material (as determined by the Campus Principal).
15. Use of the School's electronic resources for downloading entertainment software, files or other material not related to the mission of the School. This prohibition pertains to freeware, shareware, copyrighted commercial and non-commercial software, and all other forms of software and files not directly related to the instructional and administrative purposes of the School.
16. Downloading, copying, otherwise duplicating, and/or distributing copyrighted materials without the specific written permission of the copyright owner, except that duplication and/or distribution of materials for educational purposes is permitted when such duplication and/or distribution would fall within the Fair Use Doctrine of federal copyright law.
17. Use of the School's electronic resources for any unlawful purpose.
18. Use of the School's electronic resources to intentionally access, process, store, send or receive materials containing profanity, obscenity, racist terms, or other harassing, abusive, intimidating, threatening, discriminatory or otherwise offensive language or images.
19. Use of the School's electronic resources for playing games unless it is for instructional purposes or otherwise approved by the Campus Principal or designee.
20. Participating in activities, including but not limited to the preparation or dissemination of content, which could damage the School's professional image, reputation and/or financial stability.
21. Permitting or granting access to the School's electronic resources, including but not limited to granting use of an e-mail or network account or password, to another individual, including but not limited to someone whose access has been denied or terminated.
22. Portable data storage devices may only be used to backup or transport files and data between computers and use of such devices for the operation of unauthorized portable applications is prohibited.
23. Establishing connections to live communications, including text, voice, or video, may only be done in a manner approved by the Campus Principal or designee.
24. Malicious use of the School's electronic resources to develop programs that harass other users or infiltrate a computer or computing system and/or damage the software components of a computer or computing system.

Disclaimer

1. The School cannot be held responsible for information that is retrieved via the network.
2. Pursuant to the Electronic Communications Privacy Act of 1986 (18 U.S.C. § 2510, et seq.), notice is hereby given that there are no facilities provided by the School's system for sending or receiving private or confidential electronic communications. System administrators have access to all mail and will monitor messages. Messages relating to or in support of illegal activities will be reported to the appropriate authorities.
3. The School is not responsible for any damage users may suffer, including loss of data resulting from delays, non-deliveries, or service interruptions caused by the School's negligence or your errors or omissions.
4. Use of any information obtained is at the user's own risk.
5. The School makes no warranties (expressed or implied) with respect to:
 - The content of any advice or information received by a user, or any costs or charges incurred as a result of seeing or accepting any information;
 - Any costs, liability, or damages caused by the way the user chooses to use his or her access to the network.
6. The School reserves the right to change its policies and rules at any time.

Privacy

Use of and access to the School's electronic resources is provided to employees as a tool for the School's business. The School reserves the right to monitor, inspect, copy, review, store or remove, at any time, without prior notice, any and all usage of the School's electronic resources such as the network and the Internet, including but not limited to e-mail, as well as any and all materials, files, information, software, electronic communications, and other content transmitted, received or stored in connection with this usage. All such information, content, and files are the property of the School. Employees should have no expectation of privacy regarding them. Network administrators may review files and intercept communications for any reason, including but not limited to maintaining system integrity and ensuring employees are using the system consistently with this policy.

Training

The School will provide, within the first 45 days of each school year, a School-wide or in-classroom training to employees and students that covers:

- The contents of this policy;
- The importance of digital citizenship;
- The School's conduct and discipline related consequences as related to a violation of this policy;
- The School's general conduct and discipline policies;
- The benefits of connecting to the Internet and utilizing the School's Internet filters while on School property; and
- Any specific rules governing the permissible and restricted uses of privately-owned electronic devices while in a classroom.

Each educator who allows the use of a privately-owned electronic device in the classroom must clearly communicate to parents and students the conditions under which the use of such a device is allowed.

The School will provide an annual notice to all parents of the location of information for in-home network filtering options (<https://consumerprotection.utah.gov/edu/filtering.html>) as provided for in Utah Code § 76-5c-402.

Complaints

Complaints about this policy or its enforcement, or complaints about observed behavior regarding the policy, should be addressed in accordance with the School's grievance policies. The School's grievance policies are available for review at the School and on the School's website.

Policy Review

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



Syracuse Arts Academy
Staff Acceptable Use of School Electronic Resources
Acknowledgement of Receipt and Understanding

I hereby certify that I have read and fully understand the contents of the School's policies regarding use of the School's electronic resources. Furthermore, I have been given the opportunity to discuss any information contained therein or any concerns that I may have. I understand that my employment and continued employment is based in part upon my willingness to abide by and the School's policies, rules, regulations and procedures. I acknowledge that the School reserves the right to modify or amend its policies at any time, without prior notice. I acknowledge that these policies do not create any promises or contractual obligations between the School and its employees and that my employment with the School continues to be at will. My signature below certifies my knowledge, acceptance and adherence to the School's policies, rules, regulations and procedures regarding the use of its electronic resources. I acknowledge that violation of any of these policies may be grounds for discipline, up to and including termination.

Employee Signature

Employee Name

Date

Syracuse Arts Academy Paid Parental, & Postpartum Recovery, Adoption, and Foster Leave Policy



In accordance with Utah Code § 53G-11-209, the School offers qualified employees paid parental leave, and postpartum recovery leave, adoption leave, and foster leave to enable employees to care for and bond with their new child and to recover from childbirth. This policy is effective July 1, 2025.

Definitions

For purposes of this policy:

“Adoption leave” means paid leave hours the School provides to an adoption leave eligible employee.

“Adoption leave eligible employee” means a School employee who:

- (a) receives regular paid personal time off (PTO) benefits from the School; and
- (b) is legally adopting a young child, unless the employee is the spouse of the young child’s pre-existing parent.

“Child” means an individual younger than 18 years old.

“Foster leave” means paid leave hours the School provides to a foster leave eligible employee.

“Foster leave eligible employee” means a School employee who:

- (a) receives regular paid personal time off (PTO) benefits from the School; and
- (b) is the foster parent of a child.

“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 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 § 78B-6-10381-13-101;
- [(b)] legally adopting a ~~minor~~ child, unless the ~~individual employee~~ is the spouse of the ~~child’s~~ pre-existing parent;
- [(a)][(c)] the intended parent of a child born under a validated gestational agreement in accordance with Title 81, Chapter 5, Part 8, Gestational Agreement; or
- [(d)] appointed the legal guardian of a ~~minor~~ child or incapacitated adult; or
- [(e)] a foster parent of a minor child.

“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 an School employee who:

[(a)] who receives regular paid personal time off (PTO) benefits from the School; and

[(b)] who gives birth to a child.

“Qualified employee” means:

[(a)] a parental leave eligible employee; ~~or~~

(a) [(b)] a postpartum recovery leave eligible employee;

(b) an adoption leave eligible employee; or

(c) a foster leave eligible employee.

“Qualified leave” means:

(a) parental leave;

(b) postpartum recovery leave;

(c) adoption leave; or

(d) foster leave.

“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.

“Young child” means an individual younger than six years old.

Paid Postpartum Recovery Leave

The School allows a postpartum recovery leave eligible employee to use up to 15 contracted workdays of paid 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 Lead Director; and

[(c)] runs concurrently with FMLA leave, if applicable to the postpartum recovery leave eligible employee; ~~and~~

[(d)] runs consecutively to parental leave.

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

~~Paid~~ Parental Leave

The School allows a parental leave eligible employee to use up to 15 contracted workdays of ~~paid~~ parental leave for:

- (a) the birth of the parental leave eligible employee's child;
- (b) the adoption of a child; or
- ~~[(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; or
 - ~~[(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;
- ~~[(b)]~~~~[(c)]~~ shall be used in a single continuous period, unless:
 - (1) by mutual written agreement between the School and the parental leave eligible employee; or
 - (2) a health care provider certifies that intermittent leave is medically necessary due to a serious health condition of the child;
- ~~[(c)]~~~~[(d)]~~ runs concurrently with FMLA leave, if applicable to the parental leave eligible employee; and
- ~~[(d)]~~~~[(e)]~~ runs consecutively to postpartum recovery leave, if applicable to the parental leave eligible employee.

A parental leave eligible employee's ~~paid~~ 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; or
- ~~[(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 may not use more than 15 contracted workdays of ~~paid~~ 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; or
- ~~[(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.

Adoption Leave

The School allows an adoption leave eligible employee to use up to 15 contracted workdays of adoption leave for adopting a young child, unless the employee is the spouse of the young child's pre-existing parent.

Adoption leave as described above:

- (a) may not be used before the day on which the adoption leave eligible employee adopts a young child;
- (b) may not be used more than six months after the date described immediately above;
- (c) shall be used in a single continuous period, unless:
 - (1) by mutual written agreement between the School and the adoption leave eligible employee; or
 - (2) a health care provider certifies that intermittent leave is medically necessary due to a serious health condition of the young child;
- (d) runs concurrently with FMLA leave, if applicable to the adoption leave eligible employee; and
- (e) runs consecutively to parental leave taken for the adoption of a child.

An adoption leave eligible employee's adoption leave does not increase if an adoption leave eligible employee adopts more than one young child. Accordingly, an adoption leave eligible employee may not use more than 15 contracted workdays of adoption leave within a single 12-month period, regardless of whether during that 12-month period the adoption leave eligible employee adopts more than one young child.

If a young child is legally adopted by two adoption leave eligible employees, the adoption leave eligible employees are entitled to use a single 15-contracted-workday period of adoption leave, which the employees may allocate between themselves. Adoption leave eligible employees who intend to allocate adoption leave as described in this paragraph shall provide notice of this intent in the manner and before the deadline described in the "Notice of Plan to Take Leave" section below.

Foster Leave

The School allows a foster leave eligible employee to use up to 20 contracted workdays of foster leave for the placement of a foster child in the employee's care.

Foster leave as described above:

- (a) may not be used before the day on which a child is placed in foster care with a foster leave eligible employee;
- (b) may not be used more than six months after the date described immediately above;
- (c) may not be used after the child is no longer placed in foster care with the foster leave eligible employee;
- (d) may be used intermittently; and
- (e) runs concurrently with FMLA leave, if applicable to the foster leave eligible employee.

A foster leave eligible employee's foster leave does not increase if a foster leave eligible employee has more than one child placed in foster care with the foster leave eligible employee. Accordingly, a foster leave eligible employee may not use more than 20 contracted workdays of foster leave within a single 12-month period, regardless of whether during that 12-month period more than one child is placed in foster care with the foster leave eligible employee.

If a child is placed in foster care with two foster leave eligible employees, the foster leave eligible employees are entitled to use a single 20-contracted-workday period of foster leave, which the employees may allocate between themselves. Foster leave eligible employees who intend to allocate foster leave as described in this paragraph shall provide notice of this intent in the manner and before the deadline described in the "Notice of Plan to Take Leave" section below.

A qualified employee may not use:

- (a) both foster leave and parental leave with respect to the same child; or
- (b) both foster leave and adoption leave with respect to the same young child.

Leave Period

The maximum amount of paid postpartum recovery leave available to qualified employees under this policy is 15 contracted workdays.

The maximum amount of paid parental leave available to qualified employees under this policy is 15 contracted workdays.

The maximum amount of adoption leave available to qualified employees under this policy is 15 contracted workdays.

The maximum amount of foster leave available to qualified employees under this policy is 20 contracted workdays.

Any non-contracted workdays (such as Weekends, holidays, and other non-contracted workdays during summer break, etc.) that occur during after a qualified employee's paid parental leave or paid postpartum recovery leave has begun do not count toward the applicable contracted workday leave period, except that non-contracted workdays (Monday through Friday) occurring during an employee's summer break count toward an employee's postpartum recovery leave period.

Notice of Plan to Take Leave

Qualified employees shall give the Campus Director or Lead Director notice at least 30 days before the day on which the qualified employee plans to:

- [(a)] begin using qualified leave parental leave or postpartum recovery leave; and
- [(b)] stop using qualified leave 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 Campus Director and Lead Director. If the employee providing notice does not meet the definition of a qualified employee under this policy (and is therefore not entitled to ~~paid parental or postpartum recovery~~ qualified leave), the Campus Director or Lead Director shall inform the employee. Employees may be required to provide documentation supporting the need for ~~parental or postpartum recovery~~ qualified leave.

Other Leave

Except with respect to FMLA leave, the School may not charge ~~qualified 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~~ qualified 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~~ qualified leave, provided that the qualified employee pays any required employee contributions.

Employee Position after Leave

Following the expiration of a qualified employee's ~~parental~~ qualified 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~~ qualified 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~~ qualified leave ~~or postpartum recovery leave~~.

Despite the foregoing, if during the time a qualified employee uses ~~parental~~ qualified 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~~ qualified 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~~ qualified 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~~ qualified leave ~~or postpartum recovery leave~~.

Retaliatory Action

The School may not interfere with or otherwise restrain a qualified employee from using parentalqualified 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 parentalqualified 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 parentalqualified leave ~~or postpartum recovery leave~~ available to the qualified employee under this policy on a pro rata basis.

Syracuse Arts Academy Procurement Policy



POLICY

Syracuse Arts 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-~~105-107~~, 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.

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

For small purchases of professional service providers and consultants as defined in R33-~~105-108~~, 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 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~~then select one through direct negotiation~~. Obtaining competitive bids or quotes for the above-described small purchases is not required.

For small purchases of design professional services as defined in R33-~~105-105~~, 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-~~105-105~~. Obtaining competitive bids or quotes for the above-described small purchases is not required.

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-~~105-106~~, 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.

The School will include minimum specifications when doing a small purchase of a construction project as defined in R33-~~105-106~~. 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._

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 Lead Director or Board of Directors.

Syracuse Arts Academy

Salary Supplement for Highly Needed Educators Program Policy



Purpose

The purpose of this policy is to describe how Syracuse Arts Academy (the “School”) administers the Salary Supplement for Highly Needed Educators (“SHiNE”) Program. This policy is meant to comply with the requirements of Utah Code § 53F-2-504.

Definitions

“Eligible teacher” means a teacher who:

- (a) has a qualifying assignment;
- (b) qualifies for the teacher’s assignment in accordance with an LEA’s policy; and
- (c) is a new employee or has not received an unsatisfactory rating on the teacher’s three most recent evaluations.

“Qualifying assignment” means a teacher who is assigned to a high-needs area.

“High-needs area” means at least two and up to five teaching assignments that an LEA designates in a policy as challenging to fill or retain.

Policy

High-Needs Areas

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

- (a) Special Education (K-9);
- (b) Secondary Science (7-9); and
- (c) Secondary Math (7-9).

Process for Determining if a Teacher is an Eligible Teacher

The School’s Lead Director or his/her designee shall perform due diligence in determining whether a teacher meets the definition of eligible teacher as set forth in this policy. Due diligence includes, at a minimum, verifying that a teacher:

- (a) is assigned to teach in one of the high-needs areas listed above;
- (b) is qualified to teach in the high-needs area (qualification factors to consider include, but are not limited to, licensure, training, education, experience, and skills); and
- (c) is a new employee of the School or is not a new employee of the School but has not received an unsatisfactory rating on the teacher’s three most recent evaluations from the School.

On an annual basis, the School's Lead Director or his/her designee shall create a list of all teachers who have been determined to meet the definition of eligible teacher under this policy.

Process for Certifying a List of Eligible Teachers to be Awarded a Salary Supplement

On an annual basis, the School's Lead Director or his/her designee shall review the list of all teachers who have been determined to meet the definition of eligible teacher under this policy and shall make any changes to the list he/she feels is necessary. The list is considered certified by the School's Lead Director or his/her designee when he/she finalizes the list with accounting or human resources sends, or causes to be sent, the list to payroll for processing of the salary supplement payment under the SHiNE Program.

Salary Supplement Amount

All teachers at the School determined to be eligible teachers under this policy (i.e., all teachers on the certified list described above) shall receive a salary supplement under the SHiNE Program in an amount commensurate consistent with this policy and the funds allocated to and received by the School under the SHiNE Program.

Eligible teachers who are assigned 1.0 FTE in a high needs area shall receive a full salary supplement as determined by the Lead Director. Eligible teachers who are assigned less than 1.0 FTE in a high needs area shall receive a prorated salary supplement based on the percentage of their FTE in the high needs area. However, if an eligible teacher's employment with the School ends before the salary supplement is paid, the teacher shall receive only a prorated portion of the salary supplement based on the portion of the school year the teacher worked at the School.

In addition, an eligible teacher who begins employment with the School after the certified list described above has been finalized shall not be entitled to a salary supplement. However, the Lead Director may, in the Lead Director's sole discretion and subject to available SHiNE Program funding, award such teacher a prorated salary supplement based on the portion of the school year the teacher worked at the School.

The School may increase the amount of funds the School provides to eligible teachers if the School:

- (a) first ensures proper distribution of funds the School receives under the SHiNE Program to the School's eligible teachers; and
- (b) experiences a carry forward or leftover balance.

Appeals

If the School's Lead Director or his/her designee determines that a teacher does not meet the definition of eligible teacher and therefore does not qualify for a salary supplement under the SHiNE Program, the teacher may appeal that decision in writing to the School's Board of Directors (the "Board") if the teacher:

- (a) believes he/she does meet the definition of eligible teacher under this policy; or

- (b) has a teaching assignment at the School that is substantially equivalent to a high-needs area and otherwise meets the definition of eligible teacher under this policy.

When submitting an appeal, a teacher is required, at minimum, to provide transcripts and other documentation to the Board in order for the Board to determine if the teacher is an eligible teacher with a qualifying teaching background.

The Board shall make a decision on the appeal within thirty (30) school days.

Administrative Procedures

Each school year the Lead Director shall establish, through administrative procedures, the salary supplement amount that each eligible teacher will receive for that school year and when the salary supplement will be paid. Salary supplement amounts for eligible teachers may differ. For example, the salary supplement amount for returning eligible teachers may be higher than the salary supplement amount for new eligible teachers.

Updating Policy

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

Syracuse Arts Academy

Sex Education Instruction Policy



POLICY PURPOSE

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

POLICY

The School will comply with applicable state law regarding the review, approval, and presentation of sex education instruction or instructional programs if the School elects to provide sex education instruction or instructional programs, including maturation education, at the School.

"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 sexuality development, including puberty and maturation; ~~human reproduction~~ reproductive processes, including conception, fetal development, pregnancy, and birth; ~~human~~ reproductive anatomy and physiology; healthy dating practices, pregnancy, 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); ~~childbirth, parenthood, contraception, HIV/AIDS~~ 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 Lead Director 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.

Bryan DeGrange – SAA Board Chair

Date



Sex Education Instruction Administrative Procedures

These administrative procedures are established pursuant to the Sex Education Instruction Policy adopted by the School's Board of Directors. ~~If the School elects to provide sex education instruction, maturation education, or other similar instructional programs at the School, then the School will follow these administrative procedures.~~

In accordance with state law, all sex education instruction or instructional programs, which include but are not limited to all maturation education programs and all health curriculum, will comply with the requirements of Utah Code § 53G-10-402 through -403 and Utah Admin Code R277-474. ~~Specifically, the School will~~

- ~~• teach sexual abstinence before marriage and fidelity after marriage as methods for preventing certain communicable diseases;~~
- ~~• teach personal skills that encourage individual choice of abstinence and fidelity; and~~
- ~~• obtain prior parental consent before any sex education instruction, maturation education, or other instructional program.~~

The School's health curriculum will include instruction in the following topics, as required by Utah Code § 53G-10-402(2)(a)(ii):

- (a) the success sequence;
- (b) community and personal health, including personal hygiene and the prevention of communicable disease;
- (c) physiology;
- (d) human development;
- (e) marriage and safe dating practices;
- (f) refusal skills;
- (g) resilience;
- (h) situational awareness;
- (i) the harmful effects of pornography; and
- (j) the consequences of behaviors that pose a risk to individual health or failure under the success sequence.

The School shall ensure that health curriculum instruction:

- (a) stresses the importance of abstinence from all sexual activity before marriage and fidelity after marriage as methods for: maintaining mental, physical, and social health, including reducing stress; eliminating risks associated with sexual activity, including preventing pregnancy and certain communicable diseases; and achieving the success sequence; and

(b) personal skills that encourage abstinence, the return to abstinence, and fidelity.

The Lead Director will establish a curriculum materials review committee for the School composed of parents, health professionals, school health educators, and administrators. The committee will have at least as many parents as School employees. The School's Board of Directors will review and approve the membership of the committee on or before August 1 each year.

The curriculum materials review committee will meet on a regular basis, as determined by the members of the committee, select officers for the committee and designate a committee chair, and comply with the Open and Public Meetings Act. The committee will review and make recommendations to the School's Board of Directors regarding instructional materials to be used by the School in connection with sex education instruction ~~or a maturation education program~~. Program materials and guest speakers supporting instruction on these topics must also be reviewed and approved by the curriculum materials review committee.

Instructional materials used by the School in connection with sex education instruction ~~or a maturation education program~~ must be approved by the School's Board of Directors. These materials will comply with the requirements of applicable law and will be available for parents to review for a reasonable period of time prior to consideration for adoption by the Board of Directors.

The following topics may not be taught in the School:

- The intricacies of ~~intercourse~~, sexual stimulation or erotic behavior;
- The advocacy of premarital or extramarital sexual activity;
- The advocacy or encouragement of the use of contraceptive methods or devices (however, instruction that includes information about contraceptive methods or devices, not including abortion or any abortive methods, that stresses effectiveness, failure rates for youth, limitations, risks, and information on state law applicable to minors obtaining contraceptive methods or devices is allowed); or
- Any means or methods that facilitate or encourage the violation of any state or federal criminal law by a minor or an adult, including as a response to a spontaneous question from a student~~The advocacy of premarital or extramarital sexual activity.~~

The School will comply with Utah's student privacy and data protection laws, ~~in including~~ Utah Code § 53E-9-202 through -203, and obtain parental consent prior to any sex education instruction, ~~maturation education, or other related instructional program~~. At no time will a student be in the classroom during any sex education instruction, ~~maturation education, or other instructional program~~ unless an approval form signed by the student's parent/guardian is on file. The parental notification form (aka the approval form) will:

- a) explain a parent's right to review proposed curriculum materials in a timely manner;
- [b)]** request the parent's permission to instruct the parent's student in identified course material related to sex education instruction~~or maturation education~~;

[c)] allow the parent to exempt the parent's student from attendance for a class period where identified course material related to sex education instruction ~~or maturation education~~ is presented and discussed;

b)[d)] be specific enough to give parents fair notice of topics to be covered;

c)[e)] include a brief explanation of the topics and materials to be presented and provide a time, place and contact person for review of the identified curricular materials;

d)[f)] be retained on file with affirmative parental consent for each student prior to the student's participation in discussion of issues protected under Section 53G-10-402; and

e)[g)] be maintained at the School for a reasonable period of time.

Instructors may not intentionally elicit comments or questions about matters subject to parental consent requirements. Additionally, instructors' responses to questions spontaneously raised by students must be brief, factual, objective and in harmony with content requirements of this policy and state law. Responses must also be age appropriate and limited in scope to that reasonably necessary under the circumstances.

The School will ensure that all educators with any responsibility for any aspect of sex education instruction will receive appropriate professional development outlining the sex education curriculum and the criteria for sex education instruction. The School will ensure that educators receive this professional development at least once every three years. Additionally, the School will ensure that such educators are familiar with the student privacy requirements of requirements of Utah's student privacy and data protection laws Utah Code § 53E-9-202 through -203.

Any complaint or appeal concerning sex education instruction materials adopted by the School should be addressed in accordance with the School's Parent Grievance Policy or Staff Grievance Policy, as applicable.

Syracuse Arts Academy Weapons on School Property Policy



PURPOSE

The purpose of this policy is to address the possession of dangerous weapons and firearms on Syracuse Art Academy (the “School”) property by any individual, including but not limited to, employees, students, parents/guardians, volunteers, and visitors.

POLICY

Definitions

“School Property” for purposes of this policy is defined as all property including buildings, portable buildings, parking lots, fields, parks, and other land or structures under the possession of Syracuse Arts Academy, whether leased or owned, where business of Syracuse Arts Academy takes place.

“Dangerous weapon” is defined as “(i) a firearm; or (ii) an object that in the manner of its use or intended use is capable of causing death or serious bodily injury.” UCA § 76-11-101(3).

“Firearm” is defined as “a pistol, revolver, shotgun, short barreled shotgun, rifle or short barreled rifle, or a device that could be used as a dangerous weapon from which a projectile is expelled by an explosive action.” UCA § 76-11-101(4).

“Short barreled shotgun” or “short barreled rifle” is defined as “a shotgun having a barrel or barrels of fewer than 18 inches in length, or in the case of a rifle, having a barrel or barrels of fewer than 16 inches in length, or a dangerous weapon made from a rifle or shotgun by alteration, modification, or otherwise, if the weapon as modified has an overall length of fewer than 26 inches.” UCA § 76-11-101(7), (8).

“On or about school premises” means, in part, a public or private elementary or secondary school; or on the grounds of any of those schools. UCA § 76-11-205(1).

“Concealed firearm” is defined as “a firearm that is (a) covered, hidden, or secreted in a manner that the public would not be aware of its presence; and (b) readily accessible for immediate use.” It does not include a firearm that is unloaded and securely encased. UCA § 53-5a-101.5(4).

“School Property,” for the purpose of this policy, means all property, including buildings, portable buildings, parking lots, fields, parks and other land or structures leased or owned by Syracuse Arts Academy.

Dangerous Weapons on School Property

Pursuant to UCA § 76-11-205(2), a person may not carry a dangerous weapon openly or in a concealed manner on or about school premises unless an exception in the law applies. Accordingly, a person may not possess or use a dangerous weapon, firearm, short barreled shotgun, or short barreled rifle on School Property or in conjunction with any School activity unless specifically authorized by law. School employees who violate this policy will be subject to disciplinary action, which may include termination.

The law further provides that a qualified person may receive “a concealed carry permit allowing the carrying of a concealed firearm for lawful self defense.” UCA § 53-5a-303(1). Therefore, a holder of a valid concealed carry permit or a temporary concealed carry permit that is 21 years old or older is authorized to carry a concealed firearm on School Property. UCA § 76-11-205(4)(b), (c).

In addition, in accordance with UCA § 76-11-205 (4) and UCA § 53-5a-108, a person without a concealed carry permit may possess a dangerous weapon on School Property if:

- (a) the possession is approved by the School’s Lead Director; or
- (b) the item is present or to be used in connection with a lawful, approved activity and is in the possession or under the control of the person responsible for the item’s possession or use;
- (c) the possession is (i) at the person’s place of residence or on the person’s real property or (ii) in any vehicle lawfully under the person’s control, other than a vehicle owned by the School or used by the School to transport students; or
- (d) the person is an armed security guard; or
- (e) the person is exempt from certain weapon laws (e.g., the person is a U.S. Marshal, a peace officer, a qualified law enforcement official, etc.).

In accordance with the School’s Student Conduct and Discipline Policy and state law, students are prohibited at all times from possession or use of a weapon in or on School Property or in conjunction with any School activity.

Concealed Carry Permit Exceptions and Clarification

As mentioned above, Utah law allows any holder of a valid concealed carry permit to carry a concealed firearm on School Property. However, an individual who has a concealed carry permit may not open carry a firearm on School Property unless the individual is lawfully responding to an active threat or another exception under applicable law applies. Because a concealed firearm must be readily accessible for immediate use, any person who carries a concealed firearm on School Property must keep it on their person at all times and it must be fully concealed unless an exception under applicable law applies. School employees are prohibited from keeping a concealed firearm in or on any property, fixture, or furniture owned by the School. This includes but is not limited to desks, closets, cabinets, or any other property owned by and located on School Property. If a person carries a concealed firearm in any personal container, bag, briefcase, purse, backpack, etc., that item must be on the person at all times while on School Property. However, notwithstanding

the foregoing, the following employees may store and/or carry a firearm on School Property, or take other actions, in accordance with the laws referenced below:

- (a) the designated School guardian (UCA § 53-22-105);
- (b) a teacher of the School who is participating in the Educator-Protector Program (UCA § 53-22-107); or
- (c) the designated School Safety and Security Director (UCA § 53G-8-701.8).

School employees who obtain a concealed carry permit do so at their own volition. Any employee's decision to carry or use a dangerous weapon will be the sole responsibility of that person as an individual, and no such action, including any lawful action, is taken as an employee by or on behalf of the School or is otherwise authorized or sanctioned by the School, except for lawful action taken by:

- (a) the designated School guardian in accordance with the School guardian program in UCA § 53-22-105; and
- (b) the designated School Safety and Security Director in accordance with UCA § 53G-8-701.8.

Employees who have concealed carry permits are obligated to have knowledge of and adhere to state and local weapons laws.

Per UCA § 53-5a-310(1)(e)(ii), the School may not compel or attempt to compel an individual who has been issued a concealed carry permit to divulge whether the individual (a) has been issued a concealed carry permit or (b) is carrying a concealed firearm.

Similarly, a School employee shall not, and any other person while on School Property shall not, divulge to other School employees, parents/guardians, or students whether he/she (a) has been issued a concealed carry permit or (b) is carrying a concealed firearm unless he/she has first obtained approval from the School's Lead Director to divulge such information.