

Board Meeting Documents
August 27, 2026

MINUTES OF THE STUDY SESSION – August 13, 2026

The Board of Education of the Aspen Peaks School District met in a Study Session on Thursday, August 13, 2026, at 4:02 pm. The Study Session took place in the boardroom at the Alpine School District office in American Fork, UT.

Board members present: Board President Diane Knight, Vice President Amber Bonner, Nicki Brammer, Jason Hart(arrived at 4:10pm), Steve Sparti(arrived at 4:20pm), and Jason Theler. Board member Jeanne-Marie Burrows was absent.

Also present: Superintendent Perkins. Business Administrator Bea Twede was absent. There were approximately 10 others in attendance.

Agenda Items

1. Capital Planning - Boundary Recommendation - Doug Webb
 - a. We are constantly doing boundary studies, we are doing them everyday.
 - b. Beginning June 1, 2026 we started with a committee and began a preliminary boundary study.
 - c. Study Update What we look for in a boundary study
 - i. Enrollments and building capacities
 - ii. Ideal school sizes
 - iii. Feeder patterns and enrollment trends
 - iv. District wide vs targeted study options
 - v. Additional factors: growth, transportation, future developments, financial
 1. Value of continuing to study ongoing boundaries.
 - a. Supervisors are always working with schools and evaluating numbers and special programs within each school
 2. Perfect feeders
 - a. Since that's not possible, pursue a minimum percentage of feeders so that students aren't isolated when they move through the schools.
 3. Recommendations
 - a. Continue district wide boundary study for elementary schools
 - b. Continue district wide boundary study for junior high schools
 - c. No comprehensive boundary study for high schools at this time.
 - d. No school closures are recommended at this time
 - vi. Assignments asked by Board
 1. Review district wide enrollment projections and school capacity
 2. Let's see it on map:
 - a. Each schools' capacity shown without portables
 - i. Nuances of capacity
 1. Class sizes
 2. Lunchroom/gym, playgrounds
 3. Impact of SPED programs
 4. Space for a trailer
 5. Parking / traffic
 - ii. Each school has its own "footprint"
 - iii. Boundary of schools - we need feedback on elementary school boundaries
 - vii. Overview of what the committee has done thus far
 1. Formed a committee
 2. Completed a portrait of a school
 3. Numbers/Capacity/Projections
 4. Traffic Patterns
 5. Visited schools and met with administrators
 6. Collected current numbers of each school

7. Determined when last boundary changes were implemented
8. Identified hot spots
9. Portable locations
- viii. Recommendations
 1. Review October 1, 2026 school counts
 2. Observe schools, flow, class space, common areas, special programs
 3. Electronic feedback from specific areas for community input
 4. Look at small boundary changes at specific schools based on feedback
 5. Watch hot spots, start times
 6. Supervisors are always working with schools with their needs and community feedback.
- ix. Dates of last boundary changes for schools
 1. 2025-2026 - North Point, River Rock, Snow Springs and Lehi Elementaries
 2. 2024-2025 - Belmont and Ridgeline Elementaries (no change to current students) study was for Inverness Development
 3. 2022-2023 - Barratt, Forbes, Greenwood, Belmont, Traverse Mountain, North Point, River Rock, Snow Springs and Lehi Elementaries. All passed except North Point, River Rock, Snow Springs and Lehi
 4. 2021-2022 - Ridgeline and Westfield Elementaries
 5. 2020-2021 - Alpine, Ridgeline, Westfield, Cedar Ridge and Deerfield Elementaries
 6. 2019-2020 - Barratt, Forbes, Greenwood, Mount Mahogany, Meadow and Sego Lily
 7. 2018-2019 - Liberty Hills, North Point, River Rock, Riverview, Springside, Eaglecrest and Fox Hollow. All passed except Eaglecrest and Fox Hollow
- x. Questions?
 1. When are FTEs allotted? - FTEs are allotted by February so we need to make sure that we are not setting up teachers for failure by hiring at the last minute if at all possible.
- xi. Once we receive more feedback(October 1) we will be able to look at specific areas and then make a very knowledgeable decision on what areas may need a boundary study.
- xii. We need to look into OOA numbers and feeder system issues also.
2. Board Member Orientation Guide - Diane Knight commented this is one of two documents of the Board Handbook. The policy handbook with the 9000 series policies will be a third document addressed at a later date.
 - a. There are 8 main sections of The Board Member Orientation Guide
 - i. What the Board Does?
 1. The Board governs; the superintendent manages
 2. The Board acts as a body.
 3. The Board doesn't direct staff, that is the superintendent's job.
 4. What this asks of your calendar
 - ii. Your First 90 Days
 1. Get oriented
 2. Read the Board Policy Manual
 3. Train - this training isn't optional
 4. Connect - you may be asked to be a Board mentor to new Board members.
 - iii. Your First Meeting
 1. We will always have a Study Session prior to our Board Meeting.
 2. Consent agendas - do we want to start using this on our board agendas so that one motion can be made and a vote wouldn't need to be made for each item separately
 - iv. When Someone Brings You a Problem
 1. Your job is to route it, not to resolve it.

2. You can ask the person where they are on the ladder, then direct them to someone who can help.
3. Two things go straight to the Superintendent regardless of level: anything involving student or staff safety, and anything alleging illegality.
- v. Talking, Visiting and Posting
 1. This is not distance from staff. It is making sure the Superintendent is the one manager they answer to, and that seven Board members are not quietly setting seven different expectations.
 2. Ask questions prior to meetings so that the person presenting has time to prepare a response to your question.
 3. Be very careful talking to each other between meetings so that we aren't violating OPMA.
 4. Visit schools often as a guest and not an inspector. If you have a scheduled meeting with the principal make sure that the superintendent is aware of the visit.
- vi. Who To Ask
- vii. Words You Will Hear
- viii. Where To Go Deeper
 1. Everything in this guide has a fuller version in the Board Governance Handbook.
3. Board Meeting Scheduling Options - Superintendent Perkins
 - a. We need to get the dates approved for our board meetings for next year
 - i. Do we want to stay on Thursday or move to Tuesday when Alpine School District (June 15) is no longer utilizing the board room on Tuesday night?
 1. Some board members prefer Tuesday due to extracurricular activities that are on Thursday night.
 2. Quite a few municipalities meet on Tuesday night.

The meeting adjourned at 5:36 pm.

MINUTES OF THE BOARD MEETING – AUGUST 13, 2026

The Board of Education of the Aspen Peaks School District met in a board meeting on Thursday, August 13, 2026, at 6:01 PM. The board meeting took place in the boardroom at the Alpine School District office in American Fork, UT.

Board members present: President Diane Knight, Vice President Amber Bonner, Nicki Brammer, Jason Hart, Steve Sparti, and Jason Theler. Board member Jeanne-Marie Burrows was absent.

Also present: Superintendent Perkins, Business Administrator Bea Twede was absent. There were approximately 15 others in attendance.

President Diane Knight conducted the meeting.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Cami Harper.

REVERENCE

No reverence was given.

COMMUNITY COMMENTS

No comments were made.

MINUTES

President Knight asked for a motion concerning the July 16, 2026 Study Session and Board Meeting minutes. Board member Hart made the motion to approve the July 16, 2026 Study Session and Board Meeting minutes, and it was seconded by Board member Theler. The Board voted in favor and the motion passed unanimously.

ROUTINE BUSINESS - Superintendent Perkins reviewed the following report and recommended the approval of the report.

1. Expenditure Detail Report/Claims

President Knight asked for a motion concerning the Expenditure Detail Report/Claims. Board member Sparti made the motion to approve the Expenditure Detail Report/Claims and it was seconded by Board member Brammer. The Board voted in favor and the motion passed unanimously.

DISCUSSION/ACTION ITEMS

1. MOU Transportation

- a. Superintendent Perkins reviewed the MOU Transportation with Timpanogos School District. This MOU allows Timpanogos to rent space at our transportation facility. It allows stalls for buses and service bays for servicing of buses by their mechanics. It allows us to reduce our cost of the facility and allows them to have a location to park and service their buses. The terms of the MOU are for 3 years. This MOU was approved by the Timpanogos School District last night at their Board Meeting.

President Knight asked for a motion concerning the Transportation MOU to share services with Timpanogos School District. Board member Brammer made the motion to approve the Transportation MOU to share services between Aspen Peaks and Timpanogos School District and it was seconded by Board member Bonner.

- Discussion
 - Board member Bonner commented that this MOU allows for both Aspen Peaks and Timpanogos to be successful in the split. It benefits both districts.

- Board member Brammer expressed thanks to Superintendent Perkins for his work with this MOU. She is grateful for the options that were discussed and researched from other districts that are also sharing departments.
- Board member Theler appreciates the teamwork between Aspen Peaks and Timpanogos working together to make this MOU happen and allow a solution that benefits both districts and hopes this will continue.
- Board member Hart reiterated that we want ALL students to be taken care of and he feels that this MOU allows both districts to take care of their students.

The Board voted in favor and the motion passed unanimously.

BOARD MEMBER/SUPERINTENDENT REPORTS AND INFORMATION ITEMS

Board President Knight stated it was a pleasure to attend the last Admin Leadership Conference of the Alpine School District. She is grateful that Alpine allowed us to attend. She wants to reiterate that we want our employees to know that we have no intention of cutting their benefits or salaries. We want our employees to feel appreciated. Vacation benefits will rollover. We want our employees to know that their benefits will stay intact(OPEB). We are going to take care of our employees.

Superintendent Perkins shared a statement of gratitude. All 3 districts are working together and we all want each other to be successful. He is grateful that Timpanogos wants us to be successful and that we also want Timpanogos to be successful. He thanked his team and all the work they are doing. He stated that we are months ahead of schedule for job hiring and offering. He wants to extend gratitude to Alpine School District for allowing us to attend the Admin Conference and spend some time with our employees that will be in our district. He gave an update on the physical facilities building and stated that options are still being discussed.

ADJOURNMENT

On motion by Board member Theler and seconded by Board member Sparti, the meeting adjourned at 6:18 PM. The Board Members who voted in favor were President Diane Knight, Vice President Amber Bonner, Nicki Brammer, Jason Hart, Steven Sparti, and Jason Theler.

ALPINE SCHOOL DISTRICT August 19, 2026 Enrollment

Elementary- Student Count (Grade 1-6, SC)

Secondary- Per Skyward

PreK-K - Per Skyward

ELEMENTARY SCHOOLS	Pre-K	K	1st	2nd	3rd	4th	5th	6th	Total	PY Projection for CY	SC	Total	PY Projection for CY (incl SC)	Current - Projection	10.1.2025	Current - 10.1.2025
Alpine	0	52	65	62	60	74	62	79	454	475	0	454	478	(24)	513	(59)
Aspen	4	44	42	52	45	50	49	54	336	337	9	345	348	(3)	375	(30)
Barratt	14	71	64	71	73	61	67	63	470	484	0	470	486	(16)	510	(40)
Belmont	28	98	104	113	121	127	129	139	831	833	26	857	861	(4)	878	(21)
Black Ridge	28	87	128	132	129	149	166	153	944	952	7	951	963	(12)	838	(13)
Bonneville	26	63	40	47	64	67	63	53	397	412	0	397	417	(20)	454	(57)
Brookhaven	3	127	132	134	127	112	137	135	904	912	19	923	936	(13)	1,094	(71)
Cascade	6	78	92	109	114	106	120	113	732	721	9	741	739	2	784	(43)
Cedar Ridge	9	87	70	89	92	96	103	98	635	611	16	651	638	13	649	2
Cedar Valley	0	0	0	0	0	0	0	0	0	0	0	0	0	0	130	(30)
Centennial	1	84	74	62	84	78	92	80	554	566	38	592	597	(5)	658	(66)
Central	2	62	54	58	83	63	86	86	492	502	0	492	515	(23)	548	(56)
Cherry Hill	21	63	80	69	80	88	89	72	541	542	0	541	543	(2)	580	(39)
Deerfield	31	61	65	55	55	57	65	80	438	451	0	438	451	(13)	470	(32)
Desert Sky	31	99	80	108	86	91	89	95	648	733	0	648	736	(88)	1,165	(517)
Dry Creek	20	112	118	99	114	138	141	135	857	885	0	857	887	(30)	1,149	(292)
Eaglecrest	18	68	68	88	65	96	96	110	591	585	16	607	606	1	660	(53)
Eagle Valley	35	112	108	109	115	116	141	139	840	892	13	853	907	(54)	723	(30)
Foothill	3	37	40	44	55	63	61	78	378	379	32	410	414	(4)	457	(47)
Forbes	5	72	64	70	64	67	67	74	478	472	44	522	506	16	507	15
Fox Hollow	24	61	79	67	88	97	92	105	589	597	18	607	628	(21)	658	(51)
Freedom	17	59	66	71	66	74	82	104	522	542	0	522	543	(21)	558	(36)
Greenwood	32	139	116	94	90	86	107	92	724	751	15	739	773	(34)	721	18
Grovecrest	0	77	79	86	73	96	104	98	613	598	12	625	615	10	642	(17)
Harbor Point	27	92	106	93	111	117	99	129	747	811	31	778	841	(63)	683	(85)
Harvest	44	134	136	126	137	121	159	122	935	966	4	939	967	(28)	967	(28)
Hidden Hollow	36	101	107	94	122	138	135	147	844	880	18	862	906	(44)	893	(31)
Highland	1	45	61	52	68	85	92	89	492	499	11	503	520	(17)	546	(43)
Juniper Basin	11	115	116	139	112	106	146	124	858	779	0	858	781	77	-	858
Legacy	25	93	101	101	105	107	126	107	740	734	0	740	735	5	748	(8)
Lehi	0	62	73	81	58	59	61	69	463	455	23	486	493	(7)	492	(6)
Liberty Hills	37	137	142	118	119	111	129	106	862	832	23	885	856	29	839	(46)
Lindon	27	53	48	61	56	78	94	87	477	469	0	477	471	6	524	(47)
Manila	2	61	62	67	50	48	65	73	426	423	10	436	445	(9)	476	(40)
Meadow	12	62	60	72	63	70	78	83	488	514	0	488	528	(40)	556	(68)
Mount Mahogany	38	96	64	74	80	72	81	81	548	518	0	548	520	28	553	(5)
Mountain Trails	35	128	116	125	96	114	111	83	773	894	34	807	925	(118)	1,001	(94)
North Point	32	136	114	106	127	115	142	119	859	970	0	859	973	(114)	1,124	(265)
Northridge	24	50	43	49	48	51	50	61	352	331	19	371	375	(4)	388	(17)
Orchard	0	47	74	69	80	73	85	81	509	485	13	522	507	15	553	(31)
Orem	1	78	87	80	81	97	86	94	603	672	0	603	683	(80)	681	(78)
Parkside	33	74	59	68	58	62	71	60	452	442	15	467	454	13	496	(29)
Pony Express	31	138	133	119	148	128	139	160	965	1,059	22	987	1,084	(97)	989	(2)
Ridgeline	18	75	83	70	96	101	97	140	662	659	0	662	660	2	684	(22)
River Rock	3	142	139	169	103	132	156	138	979	902	0	979	909	77	916	(83)
Riverview	2	109	135	126	120	137	136	147	910	949	7	917	958	(41)	956	(39)
Rocky Mountain	0	22	41	48	53	65	61	68	358	340	0	358	367	(9)	414	(56)
Sage Hills	1	68	74	76	105	98	133	108	662	660	9	671	671	0	780	(99)
Saratoga Shores	34	110	118	106	125	138	158	142	897	786	0	897	798	99	731	(66)
Sego Lily	24	59	68	72	63	84	102	88	536	540	0	536	545	(9)	572	(36)
Shelley	2	77	72	80	84	96	102	110	621	624	18	639	643	(4)	684	(45)
Silver Lake	53	137	133	128	142	143	136	124	943	970	14	957	989	(32)	776	(41)
Snow Springs	29	99	88	97	112	131	108	151	786	873	26	812	911	(99)	719	(33)
Springside	6	175	169	138	123	131	125	103	964	1,041	14	978	1,059	(81)	880	(88)
Thunder Ridge	4	140	109	130	107	117	135	137	875	874	31	906	913	(7)	1,071	(65)
Trailside	9	126	134	104	150	132	108	147	901	981	17	918	1,005	(87)	989	(71)
Traverse Mtn	21	125	76	100	103	88	127	133	752	752	0	752	757	(5)	777	(25)
Vineyard	38	95	85	107	115	110	120	120	752	727	3	755	734	21	738	17
Westfield	2	51	65	50	70	85	102	93	516	518	2	518	521	(3)	531	(13)
Westmore	31	67	53	54	54	60	59	56	403	417	7	410	432	(22)	456	(46)
Windsor	14	34	61	63	66	80	75	64	443	499	0	443	505	(62)	531	(88)
On-line School	0	0	6	3	3	3	3	6	24	55	0	24	56	(32)	64	(40)
Elementary Total	1,065	5,226	5,239	5,304	5,456	5,735	6,200	6,185	39,345	40,132	645	39,990	41,084	(1,094)	41,499	(1,509)
PY Projection for CY		5,427	5,372	5,372	5,541	5,849	6,296	6,275	40,132		952	41,084				
Δ		(201)	(133)	(68)	(85)	(114)	(96)	(90)	(787)		(307)	(1,094)				

ALPINE SCHOOL DISTRICT August 19, 2026 Enrollment

JUNIOR HIGHS	7th	8th	9th						Total	PY Projection for CY	SC	Total	PY Projection for CY	Current - Projection	10.1.2025	Current - 10.1.2025
American Fork	592	643	617						1,852	1,865	32	1,884	1,893	(9)	1,879	5
Canyon View	343	368	353						1,064	1,075	12	1,076	1,086	(10)	1,090	(14)
Frontier	520	486	508						1,514	1,390	18	1,532	1,408	124	1,391	141
Lake Mountain	508	500	511						1,519	1,475	15	1,534	1,489	45	1,459	75
Lakeridge	452	430	439						1,321	1,300	20	1,341	1,319	22	1,312	29
Lehi	453	476	524						1,453	1,465	13	1,466	1,484	(18)	1,475	(9)
Mountain Ridge	275	342	257						874	865	14	888	873	15	954	(66)
Oak Canyon	411	410	396						1,217	1,175	14	1,231	1,195	36	1,266	(35)
Orem	347	334	309						990	975	15	1,005	984	21	956	49
Pleasant Grove	354	352	357						1,063	1,030	9	1,072	1,044	28	1,098	(26)
Sage Canyon	533	542	536						1,611	1,595	16	1,627	1,613	14	1,527	100
Timberline	369	443	427						1,239	1,260	3	1,242	1,271	(29)	1,299	(57)
Viewpoint	550	587	529						1,666	1,625	20	1,686	1,650	36	1,622	64
Vista Heights	608	680	570						1,858	1,860	23	1,881	1,875	6	1,834	47
Willowcreek	518	523	503						1,544	1,555	8	1,552	1,566	(14)	1,552	0
On-line School	2	7	0						9	35	0	9	35	(26)	34	(25)
Junior High Total	6,835	7,123	6,836						20,794	20,545	232	21,026	20,785	241	20,748	278
PY Projection for CY	6,690	7,015	6,840						20,545		240	20,785				
Δ	145	108	(4)						249		(8)	241				

SENIOR HIGHS		8th	9th	10th	11th	12th	FE		Total	PY Projection for CY	SC	Total	PY Projection for CY	Current - Projection	10.1.2025	Current - 10.1.2025
American Fork				682	706	730			2,118	2,174	22	2,140	2,198	(58)	2,264	(124)
Cedar Valley				1,009	903	804			2,716	2,675	19	2,735	2,699	36	2,589	146
Lehi				816	795	752			2,363	2,365	14	2,377	2,385	(8)	2,360	17
Lone Peak				767	743	784			2,294	2,279	15	2,309	2,293	16	2,374	(65)
Mountain View				522	490	500			1,512	1,441	11	1,523	1,453	70	1,489	34
Orem				377	391	401			1,169	1,200	10	1,179	1,210	(31)	1,230	(51)
Pleasant Grove				588	554	574			1,716	1,744	19	1,735	1,759	(24)	1,813	(78)
Polaris				6	57	60			123	135	0	123	135	(12)	147	(24)
Skyridge				803	869	820			2,492	2,467	19	2,511	2,489	22	2,526	(15)
Timpanogos				473	543	422			1,438	1,449	12	1,450	1,460	(10)	1,503	(53)
Westlake				1,183	1,071	1,035			3,289	3,308	26	3,315	3,346	(31)	3,189	126
Summit (At Risk)	1	3	4	8	3	10			29	61	1	30	61	(31)	59	(29)
High School Total		3	4	7,234	7,125	6,892			21,259	21,298	168	21,427	21,488	(61)	21,543	(116)
PY Projection for CY	1	4	6	7,155	7,145	6,930	57		21,298		190	21,488				
Δ	(1)	(1)	(2)	79	(20)	(38)	(57)		(39)		(22)	(61)				

									Total		SC	Total				
Overall Total									81,398	81,975	1,045	82,443	83,357	(914)	83,790	(1,347)
PY Projection for CY									81,975		1,382	83,357				
Δ									(577)		(337)	(914)				

Special Schools	Pre-K		9th	10th	11th	12th			Total		SC	Total	PY Projection For CY	Current - Projection	10.1.2025	Current - 10.1.2025
Summit (YIC) 7-12			2	3	8	21	12		46		0	46	17	29	17	29
Dan Peterson	2						22		22		130	152	152	0	256	(104)
Horizon	3						65		65		65	130	131	(1)	152	(22)
Silver Peak	2			1			12		13		108	121	125	(4)	0	121
Special Total	7		4	8	21	111			146		303	449	425	24	425	24
PY Projection for CY									17		408	425				
Δ									129		(105)	24				

Grand Total									81,544		1,348	82,892	83,782	(890)	84,215	(1,323)
PY Projection for CY									81,992		1,790	83,782				
Δ									(448)		(442)	(890)				

ASPEN PEAKS SCHOOL DISTRICT BOARD OF EDUCATION
Resolution # 2026-008

**A RESOLUTION OF THE ASPEN PEAKS SCHOOL DISTRICT BOARD OF EDUCATION
AUTHORIZING AND APPROVING ALPINE SCHOOL DISTRICT TO DECLARE
ONE (1) MISCELLANEOUS VEHICLE AND (1) TRAILER AS SURPLUS PROPERTY FOR
DISPOSITION (LIST ATTACHED)**

WHEREAS, it is deemed desirable and in the best interests of the Alpine School District to declare certain district-owned property as surplus and no longer needed for district operations; and

WHEREAS, the Alpine School District has identified one (1) miscellaneous vehicle and (1) trailer as surplus property, as further described in the attached list;

NOW, THEREFORE, BE IT RESOLVED that the Board of Education of the Aspen Peaks School District hereby authorizes and approves Alpine School District to declare one (1) miscellaneous vehicle and (1) trailer, as further described in the attached list, as surplus property.

BE IT FURTHER RESOLVED that this approval is granted in accordance with applicable law, including Utah Code §53G-3-302(6)(d) related to district reconfiguration, and authorizes Alpine School District to take all actions necessary to declare the listed vehicles as surplus property for disposition.

APPROVAL

Passed and Adopted this _____ day of _____, 2026

Board President

Date

Vehicle for Surplus
2024 - Forest River Van - Transit Van

VIN #1FBAX2C89RKA50303

ATEC Vehicle

- A 15-passenger van was purchased for ATEC; however, its design capacity exceeds current risk management requirements.
- Federal regulations limit the vehicle to a maximum of 10 students.
- The van will be posted for sale on the ASD surplus site and KSL, with the goal of recovering the purchase price.
 - A possible trade-in may also be considered.
- In lieu of the 15-passenger van, two minivans will be purchased for use at ATEC.

A trailer has also been recommended for Surplus.

2008- Utility Trailer-XCALIBUR

VIN #5M3BE242181036108

Title #UT10388772

MEMORANDUM OF UNDERSTANDING
between
ASPEN PEAKS SCHOOL DISTRICT
and
TIMPANOGOS SCHOOL DISTRICT

This MEMORANDUM OF UNDERSTANDING (herein referred to as “MOU”) is entered into effective as of _____, 2026 (the “Effective Date”), by and between (in alphabetical order) ASPEN PEAKS SCHOOL DISTRICT, a political subdivision of the State of Utah, whose address is 575 N 100 E, American Fork, Utah, 84003 (herein referred to as “APSD”) and TIMPANOGOS SCHOOL DISTRICT, a political subdivision of the State of Utah, whose address is 490 N State Street, Lindon, Utah, 84042 (herein referred to as “TSD”). Each of APSD and TSD may be referred to as a “Party” and collectively as the “Parties”.

RECITALS

- a. Whereas, the Parties were created pursuant to Utah Ballot Proposition 11 in November, 2024;
- b. Whereas, as of July 1, 2027 (the “Allocation Date”), the Parties will each assume responsibility for the education of students and the administration and operation of all matters within their respective geographic areas currently served by Alpine School District (“ASD”);
- c. Whereas, pursuant to applicable statute, including Utah Code Ann. § 53G-3-201(2), local school boards may enter into cooperative agreements with other local school boards to provide education services that best use resources for overall operation of the public school system;
- d. Whereas, pursuant to applicable statute, including Utah Code Ann. § 53G-3-302, the Parties will divide the assets and liabilities of ASD, including real property and titled property (such as buses and other vehicles), as required therein or as otherwise mutually agreed;
- e. Whereas ASD has historically operated East Shore Online, a supplemental educational program offering remedial and accelerated digital curriculum to ASD students (“East Shore”);
- f. Whereas ASD has historically operated Alpine Online School, an online public school providing free education of K-8 students through both physical and online curriculum (“Alpine Online”);
- g. Whereas ASD has historically operated Alpine Adult Education, an education program designed to provide educational support to students ages 16+ in a variety of areas, including through English Language Learner courses, credit recovery in pursuit of a high school diploma, and preparation courses for the GED examination (“Adult Ed”);
- h. Whereas, pursuant to Utah Code Ann. § 53G-3-302, as of the Allocation Date, APSD will assume possession and ownership of certain real property in American Fork, Utah,

located at 778 E Bamberger Dr., American Fork, UT 84003 (the "Property"), which has historically served as the site of both East Shore and Adult Ed.

- i. Whereas, East Shore, Alpine Online, and Adult Ed serve distinct segments of the student population of ASD through tailored educational programming that provides individualized online instruction designed to promote student engagement and achievement;
- j. Whereas, it is in the mutual best interest of the Parties to continue serving those segments of their respective student populations following the Allocation Date in a manner that is, in all material respects, consistent with the services provided by East Shore, Alpine Online, and Adult Ed prior to the Allocation Date;
- k. Whereas, it is in the mutual best interest of the Parties to promote efficiency by sharing the costs associated with the continued provision of services to these segments of their respective student populations through the ongoing operation of East Shore and Adult Ed, and for the provision of services similar to those provided by Alpine Online, in each case, for the benefit of both Parties and their respective student populations;
- l. Whereas, pursuant to Utah Code Ann. § 63G-6a-2102 *et seq.*, a public entity may enter into an agreement with one or more other public entities to, among other things, "commonly use or share warehousing facilities, capital equipment, and other facilities"; and
- m. Whereas, each of the Parties is a governmental entity subject to the *Governmental Immunity Act of Utah*, Utah Code Ann. § 63G-7-101 *et seq.*, as amended (the "Act").

Now, therefore, in consideration of the mutual covenants and promises herein contained, the Parties agree as follows:

AGREEMENT

1. Operation of East Shore and Adult Ed: APSD agrees that, following the Allocation Date, it shall continue to operate East Shore and Adult Ed for the benefit of both Parties and their respective student populations, without preference to the student population of either Party. Such operation shall be, in all material respects, consistent with the services provided by East Shore and Adult Ed prior to the Allocation Date and in accordance with the provisions of this MOU for the duration of the Term (as defined in Paragraph 13 below).
2. Services Similar to Alpine Online: APSD agrees that it will expand the offerings at East Shore to provide online learning opportunities for K-8 students, materially similar to the services provided by Alpine Online prior to the Allocation Date. The Parties agree that the K-8 programming provided by East Shore may be considered a "school" of either Party for purposes of student location and placement.
3. Enrollment: For the duration of the Term, students from either Party shall be permitted to enroll at East Shore and Adult Ed, subject to the ASD enrollment criteria set forth on Exhibit A, attached hereto (the "Enrollment Criteria"), which are hereby adopted by the Parties and may be amended from time to time by mutual written agreement. Except for the purposes of (i) FERPA compliance as set forth in Paragraph 23, below, or (ii) identification of a student's location or placement, students of East Shore and Adult Ed shall be considered to be

enrolled in APSD, and APSD shall enroll such students without respect to open enrollment thresholds, enrollment capacity benchmarks, or similar, except as referenced within the Enrollment Criteria.

4. WPU Attributable to Enrolled Students: APSD shall be entitled to collect all WPU and other federal or state funding or reimbursements attributable to any K-8 student enrolled in East Shore and Adult Ed, *provided* that the WPU and other funding or reimbursements received by APSD and attributable to students who reside within the boundaries of TSD shall be credited against TSD's portion of the Operating Expenses as described in Paragraph 6, below. APSD shall not collect any WPU or other federal or state funding attributable to any 9-12 student who resides within the boundaries of TSD and is enrolled in East Shore or Adult Ed, unless otherwise agreed between the Parties in writing for each such student.
5. Transportation: The Parties agree that this MOU does not require either Party to provide transportation to any student.
6. Operating Expenses and Responsibilities: During the Term, the Parties shall jointly share the expenses associated with the operation of East Shore and Adult Ed (the "Operating Expenses"). TSD's proportion of the Operating Expenses shall be calculated quarterly as follows:
 - 6.1. East Shore Proportion: TSD's share of the Operating Expenses related to East Shore shall equal the percentage of total East Shore enrollment (by credits) attributable to students residing within TSD boundaries.
 - 6.2. Adult Ed Proportion: TSD's share of the Operating Expenses related to Adult Ed shall equal the percentage of total Adult Ed headcount enrollment attributable to students residing within TSD boundaries.

The Operating Expenses shall include all reasonable and actual costs incurred in and directly attributable to the day-to-day operation of East Shore and Adult Ed, including without limitation: personnel and payroll costs, curriculum acquisition and development, necessary education technology and software not otherwise provided by either Party, utilities, internet and other technology services, and insurance coverage as set forth in Paragraph 24, and routine maintenance and janitorial services.

For the avoidance of doubt, capital expenses, including expenditures for the acquisition, construction, or major improvement of real property or equipment that has a useful life of more than three years and a total cost exceeding \$5,000, shall not be considered Operating Expenses hereunder. APSD shall be solely responsible for all capital expenses related to East Shore and Adult Ed, including those related to structural integrity, building systems (including HVAC repair, roofing, and plumbing), and permanent site improvements, unless otherwise agreed between the Parties in writing.

APSD shall invoice TSD for its portion of the Operating Expenses on a quarterly basis, and TSD's payment shall be due within 30 days of its receipt of each such quarterly invoice. The Parties expressly acknowledge and agree that this MOU contemplates continued funding of East Shore and Adult Ed during periods of time when enrollment proceeds are insufficient to fully cover the Operating Expenses and hereby agree to fund East Shore and Adult Ed, as set forth in this MOU, at levels sufficient to maintain operations during such periods unless otherwise agreed between the Parties in writing.

7. Disclaimer of Continuing Interest in the Property: TSD expressly acknowledges and agrees that it holds no ownership or other legal interest in the Property, and that nothing in this MOU, including any application of TSD Operating Expense payments toward the maintenance or expansion of the Property, shall be construed to create any such interest. TSD further acknowledges and agrees that this MOU creates no right or expectation of continued enrollment of TSD students in East Shore and Adult Ed beyond the expiration of the Term.
8. Liaison Coordination and Cooperation: To facilitate the implementation of the MOU, the Parties agree to designate, as of the Allocation Date, a member of their cabinet leadership team (or similar level administrator) to serve as the liaison and primary point of contact for matters related to this MOU (each such individual, a “Liaison”). The initial Liaison for APSD shall be the Assistant Superintendent – Secondary, and the initial Liaison for TSD shall be the Assistant Superintendent – Teaching & Learning – Secondary. Liaisons serve at the pleasure of their respective Superintendents, who may replace their Liaison at any time by providing notice to the other Party’s Liaison. The Liaisons shall serve as the primary means for inter-district coordination regarding East Shore and Adult Ed and, among other things, shall: annually review the Enrollment Criteria and suggest changes, if advisable, to their respective Superintendents; review the annual operating budget and the calculation of the Operating Expenses; monitor the operation of East Shore and Adult Ed; review any proposed relocation of East Shore and Adult Ed; and attempt to resolve disputes. Although the Liaisons are a means for joint decision-making, communication, and dispute resolution, the school administrators of East Shore and Adult Ed shall retain operational autonomy and, for the avoidance of doubt, shall remain solely answerable to APSD administration.
9. Change in Location: The Parties acknowledge and agree that APSD may relocate East Shore and Adult Ed upon 180 days’ prior written notice to TSD, *provided* that such relocation must be within the boundaries of either TSD or APSD. Any replacement facility shall be sufficient to maintain the operation of East Shore and Adult Ed in a manner that is, in all material respects, consistent with their prior operation at the Property.
10. Continued Employment of Program Employees: The Parties acknowledge and agree that at the conclusion of the Term, TSD shall assume responsibility for the employment of certain contracted, non-provisional APSD employees who have been specifically assigned to East Shore and Adult Ed for at least one year prior to the termination of the MOU (the “Program Employees”). The Parties shall allocate the Program Employees between them as follows:
 - 10.1. Determination of TSD’s Share: TSD’s proportionate share of the Program Employees shall equal TSD’s proportion of the total Operating Expenses allocable to TSD over the 12-month period immediately prior to the termination of the MOU, consistent with the allocation methodology set forth in Paragraphs 6.1 and 6.2 above, based on each Party’s proportion of the total Operating Expenses allocable to each Party over the 12-month period immediately prior to the termination of the MOU.
 - 10.2. Application to Program Employee Headcount: TSD’s proportionate share of the Program Employees, expressed as a percentage, shall be applied to the total number of Program Employees to determine the number of Program Employees for which TSD shall assume employment responsibility. Any fractional employee resulting from such calculation shall be allocated using standard rounding, with fractions at or above 0.5 rounded up, and fractions below 0.5 rounded down. The Liaisons shall ensure that

the number of employees allocated between the Parties as a result of this calculation is equal to the total number of Program Employees at the time the MOU is terminated.

- 10.3. Selection of Specific Program Employees: The Parties shall coordinate, through their Liaisons, regarding the employment offers extended by either Party to Program Employees, and shall ensure that each Program Employee receives at least one offer of employment from a Party at a salary and with benefits that are no less favorable than those earned by the Program Employee while employed by APSD as a Program Employee.
11. Audit Rights: Either Party shall have the right, through their Liaison or their designee, to audit compliance with the terms of this MOU, during normal business hours and with at least five Business Days' prior written notice. For the purposes of this MOU, "Business Day" shall mean any weekday, excluding APSD-observed holidays and student non-attendance days due to scheduled school breaks, but including days during the summer recess when APSD administrative operations remain open.
12. Developed IP: The Parties acknowledge and agree that, during the Term, the Parties may jointly develop, create, or contribute to intellectual property, materials, content, curricula, processes, systems, documentation, or other work product in connection with the operation of East Shore and Adult Ed (collectively, the "Program IP"). Subject to any third-party rights or restrictions, APSD hereby grants to TSD, and TSD shall have, a perpetual, irrevocable, worldwide, royalty-free, fully paid-up, non-exclusive license to use, reproduce, modify, adapt, distribute, display, perform, publish, transmit, and create derivative works from the Program IP for any lawful educational, administrative, operational, or other governmental purpose. This license shall survive the expiration or termination of this MOU and shall not require any additional payment, consent, or approval from APSD.

For the avoidance of doubt, TSD's license shall include the continuing right, following expiration or termination of this MOU, to retain, access, use, reproduce, modify, update, adapt, combine, and create derivative works from the Program IP, regardless of whether APSD or TSD subsequently asserts or obtains ownership of any portion of the Program IP. TSD shall not be required to discontinue its use of, or remove from its systems or materials, any Program IP that TSD was authorized to use during the Term.

Nothing in this Paragraph 12 shall be construed to transfer ownership of any Program IP to TSD or to limit either Party's ownership or use of intellectual property that it owned or developed independently of the Program. To the extent any Program IP is jointly owned by the Parties, each Party shall retain its ownership interest, subject to the license and rights granted to TSD under this Paragraph 12.

13. Term: The term of this MOU shall commence on the Effective Date and continue through the date that is three years after the Allocation Date (the "Term"). No later than 12 months before the end of the Term, APSD and TSD shall meet to negotiate in good faith whether to renew the MOU, renegotiate the MOU, or allow the MOU to terminate automatically at the conclusion of the Term. This MOU may not be terminated for convenience prior to the conclusion of the Term without the express written consent of both Parties.
14. Termination for Cause: Notwithstanding any other provision to the contrary herein, either Party may terminate its participation in this MOU prior to the expiration of the full Term for

cause if the other Party materially breaches any of its obligations under this MOU and fails to cure such breach within 30 days after receiving written notice specifying the nature of the breach.

A material breach shall mean:

- 14.1. TSD's failure to timely provide the Operating Expense payment reimbursements contemplated herein, as set forth in Paragraph 6;
 - 14.2. APSD's failure to credit TSD for the WPU and other federal or state funding collected by APSD and attributable to any K-8 student who resides within the boundaries of TSD and is enrolled in East Shore or Adult Ed, as set forth in Paragraph 4;
 - 14.3. Failure to operate East Shore and Adult Ed, for the benefit of both Parties and their respective student populations, in a manner consistent with the provisions of this MOU and, in all material respects, consistent with the services provided by East Shore and Adult Ed prior to the Allocation Date, for the duration of the Term;
 - 14.4. Failure to enroll TSD students as required under Paragraph 3 of this MOU and in accordance with the Enrollment Criteria;
 - 14.5. Failure to share information with TSD, including Confidential Information, related to students residing within TSD boundaries as required in Paragraph 23, hereunder; and
 - 14.6. Failure to maintain the insurance required hereunder.
15. Modifications and Amendments: This MOU may be modified only by a written amendment to this MOU signed by each of the Parties, which remains party to the MOU at the time of the modification.
16. Notices: All notices given under any of the provisions of this MOU must be in writing and shall be deemed to have been delivered either: (a) when emailed or delivered in person to the recipient named below; or (b) upon two (2) days following deposit in the United States Mail, either registered or certified, return receipt requested, postage prepaid, addressed to the party or person intended as follows:

"APSD"

Bea Twede
Business Administrator
ASPEN PEAKS SCHOOL DISTRICT
759 E Pacific Drive
American Fork, Utah 84003

"TSD"

Jason Sundberg
Business Administrator
TIMPANOGOS SCHOOL DISTRICT
490 North State Street

Any Party may, by notice given at any time or from time to time, require subsequent notices to be given to another individual person, whether a party, employee, agent, or representative, or to a different address, or both. Notices given before actual receipt of notice of change shall not be invalidated by the change.

17. Equitable Remedies and Cumulative Rights: The rights and remedies of any of the Parties hereto shall not be exclusive. In general, the respective rights and obligations hereunder shall be enforceable by specific performance, injunction, or other equitable remedy, but nothing herein contained is intended to or shall limit or affect any rights at law or by statute or otherwise of any Party aggrieved as against any other Party for a breach or threatened breach of any provision hereof, it being the intention of this paragraph to make clear the agreement of the Parties that the respective rights and obligations of the Parties hereunder shall be enforceable in equity as well as at law or otherwise. Nothing in this MOU shall be construed as a waiver of any Party's protections, rights, or defenses applicable under the Act, including without limitation, the provisions of Utah Code Ann. § 63G-7-604 regarding limitation of judgments. It is not the intent of the Parties to incur by contract any liability for the operations, acts, or omissions of any other Party or any third-party and nothing in this MOU shall be so interpreted or construed.
18. Mediation and Dispute Resolution: The Parties agree to resolve any disputes, disagreements, or claims arising under or relating to this MOU in a cooperative manner, as follows:
 - 18.1. Independent Resolution: Any dispute shall first be submitted to the Liaisons designated pursuant to Paragraph 8 of this MOU. The Liaisons shall review the matter and attempt in good faith to resolve it within 30 days' notice of the dispute.
 - 18.2. Superintendent Review: If the dispute cannot be resolved by the Liaisons, the Parties shall escalate the matter, in writing, to each Party's Superintendent or their designee. The Superintendents or designees shall meet in good faith to attempt resolution within fifteen (15) days following written escalation of the dispute.
 - 18.3. Mediation: If the dispute remains unresolved after Superintendent-level review, the Parties agree to seek resolution through mediation. The mediation shall be conducted by a mutually agreed-upon mediator.
 - 18.4. Good-Faith Participation: Each Party hereto agrees to participate in the foregoing dispute-resolution process in good faith.
 - 18.5. Preservation of Rights: Nothing in this Section shall limit any Party's rights under this MOU or applicable law, including the right to seek injunctive or equitable relief or to exercise its termination rights, provided that judicial action shall not be initiated until the procedures set forth in this Mediation and Dispute Resolution Section have been exhausted.

19. Governing Law, Jurisdiction, and Venue: The laws of the State of Utah in all respects govern this MOU, and the Parties hereto consent to exclusive jurisdiction and venue in the courts of Utah County, State of Utah.
20. Entire Agreement: This instrument sets forth the entire agreement among the Parties and supersedes all prior agreements, whether written or oral and except as otherwise amended in writing by mutual agreement of all the Parties.
21. Severability: In the event that any condition, covenant, or other provision herein contained is held to be invalid or void by any court of competent jurisdiction, the same shall be deemed severable from the remainder of this MOU and shall in no way affect any other covenant or condition herein contained. If such condition, covenant, or other provision shall be deemed invalid due to its scope or breadth, such provision shall be deemed valid to the extent of the scope or breadth permitted by law.
22. Mutual Liability and Shared Risk Pool: The Parties acknowledge that each is a governmental entity and that both Parties are insured through the same risk management pool. Except as otherwise provided herein, each Party shall be responsible for its own acts, omissions, and liabilities arising out of or related to this MOU, and neither Party shall be liable to the other for third-party damages, losses, or claims arising from the performance of this MOU except to the extent such damages, losses, or claims arise from the intentional or grossly negligent acts or omissions of the Party from whom recovery is sought, its officers, employees, or agents. Any liability for third-party claims arising out of or in relation to this MOU shall be resolved in accordance with the dispute resolution mechanisms set forth in Paragraph 18.
23. Confidentiality: Each Party agrees to maintain the confidentiality of any non-public, proprietary, or confidential information of another Party that is disclosed or made available in connection with this MOU or the operation of East Shore or Adult Ed, including without limitation, information that is protected under FERPA, student records, employee records, security procedures, and operational data ("Confidential Information"). Each Party shall use such Confidential Information solely for purposes of performing its obligations or exercising its rights under this MOU and shall not disclose such Confidential Information to any third party except to its employees, agents, contractors, or professional advisors who have a legitimate need to know such information for purposes of this MOU and who are bound by confidentiality obligations at least as protective as those set forth herein.

Notwithstanding the foregoing, Confidential Information shall not include information that: (a) is or becomes publicly available through no act or omission of the receiving Party; (b) was lawfully known by the receiving Party prior to disclosure by the disclosing Party; (c) is lawfully received by the receiving Party from a third party without breach of any obligation of confidentiality; or (d) is independently developed by the receiving Party without use of or reference to the Confidential Information.

Each Party agrees to implement reasonable administrative, technical, and physical safeguards designed to protect Confidential Information from unauthorized access, use, or disclosure. In the event of any unauthorized access to or disclosure of Confidential Information, the receiving Party shall promptly notify the disclosing Party and cooperate in good faith to mitigate any resulting harm.

Upon termination or expiration of this MOU, each Party shall, upon written request of another Party, return or destroy such other Party's Confidential Information in its possession or control, except to the extent retention is required by law or the Party's records-retention policies.

The Parties agree that, exclusively for the purposes of FERPA and pursuant to 34 CFR § 99.31, APSD shall be considered a "school official" of TSD during the Term, in that APSD (i) is a contractor, consultant, volunteer, or other party to whom TSD has outsourced institutional services or functions upon the request of TSD, (ii) performs an institutional service or function for which the agency or institution would otherwise use employees, (iii) is under the direct control of the agency or institution with respect to the use and maintenance of education records; and (iv) is subject to the requirements of 34 CFR § 99.33(a) governing the use and redisclosure of personally identifiable information from education records. Consistent with the foregoing, APSD shall disclose to TSD information, including Confidential Information, relating to students residing within TSD boundaries.

The obligations set forth in this Section shall survive the expiration or termination of this MOU.

24. Insurance and Risk Transfer: APSD shall maintain insurance coverage sufficient to cover the obligations, activities, and personnel necessary to operate East Shore and Adult Ed pursuant to this MOU. The costs solely attributable to the insurance premiums for this insurance coverage shall be considered Operating Expenses, and shall be allocated between the Parties as described in Paragraph 6, above.
25. Counterparts: This MOU may be executed in any number of counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same instrument. Signatures transmitted by electronic means, including without limitation by PDF, facsimile, or electronic signature service, shall be deemed to be original signatures for all purposes and shall be binding upon the Parties to the same extent as original handwritten signatures.

* * * **SIGNATURE PAGES FOLLOW** * * *

This MOU is entered into and effective as of the Effective Date.

“APSD”

ASPEN PEAKS SCHOOL DISTRICT

**A political subdivision of the
State of Utah**

By: _____
Name: Dr. Joel Perkins
Superintendent

By: _____
Name: Bea Twede
Business Administrator

“TSD”

TIMPANOGOS SCHOOL DISTRICT

**A political subdivision of the
State of Utah**

By: _____
Name: Dr. Joseph Jensen
Superintendent

By: _____
Name: Jason Sundberg
Business Administrator

EXHIBIT A

Enrollment Criteria

Parties will follow the enrollment process for East Shore Online and the Adult Education Program consistent with the process utilized by the East Shore Online, Alpine Online, and the Adult Education Program prior to the Allocation Date. Enrollment distribution will be evaluated quarterly and will be the basis for reimbursement.

EAST SHORE ONLINE TERMS AND CONDITIONS

Before Getting Started

East Shore Online is a supplementary program that works with traditional high schools to provide credit recovery and acceleration opportunities. We require students to remain enrolled in a minimum of 2 classes at a public, charter, or private school. Students must live within the Aspen Peaks School District or Timpanogos School District boundaries in order to register with East Shore Online. In order to earn credit, students must have an Aspen Peaks School District or Timpanogos School District ID number. Please contact the Help Desk with questions on how to obtain one. It is important to note it is not possible to earn a diploma directly from East Shore Online as it is not a stand-alone school.

Please Be Aware

NOTICE: Determining how courses fulfill graduation requirements or meet certain eligibility standards can be difficult. Please consult your school counselor before selecting any courses. ESO is dedicated to providing open access to as much curriculum as possible, but you are responsible for all course selections.

If you are a potential NCAA athlete—DO NOT enroll in our courses until you have met with your school counselor. The NCAA does not accept our courses for core credit requirements. [More Information](#).

Registration

In-district Students (Aspen Peaks School District or Timpanogos School District): The annual, non-refundable registration fee is \$10, with an additional non-refundable \$5 charge for the first curriculum unit.

Out-of-District Students (Private/Charter school students living within the Aspen Peaks School District or Timpanogos School District boundaries): The annual, non-refundable registration fee is \$200, as well as a non-refundable \$5 charge for the first curriculum unit. Please see our Cost and Fees page for more information.

9th Grade Students

Students who have completed 8th grade must wait until after May 24th to start on high school course work with ESO. This requirement is necessary to ensure that grades and credit are transcribed correctly and will count towards high school graduation.

Credit Breakdown

It is important to recognize that the curriculum of East Shore Online is delivered in eighths ($\frac{1}{8}$), i.e., eight units for a full year course equivalent to 1.0 credit. An eighth of a unit of curriculum is half of a term—which, in a traditional setting is 22 or 23 days. We are giving you 30 days to be on schedule. It is recommended that you work on no more than two courses at a time.

Course Expiration and Renewal

All curriculum units are designed to be completed in 30 days or less. If you do not complete the unit within 30 days, you must pay a \$5 renewal fee for an additional 30 days. This can be done online or over the phone by calling our help desk at 801-610-8185. Units can be renewed at any time if the proper fees have been paid. Students will need to start a unit over completely if the unit is over one year old.

Incentive Program

Students may earn a free unit by completing* one unit within 30 calendar days or less from the day of initial purchase (the ONLY exception being over Christmas Break). To redeem a free unit, students must contact their school's Digital Curriculum Coordinator or email our help desk at eso@alpinedistrict.org. Free curriculum units can **only be redeemed within 60 days** after finishing the previous unit. Typically a coupon code worth \$5 is given to the student to redeem their free course. This code expires in 60 days from the day it is given. Once the code has expired, the student will no longer be able to redeem it and will need to pay \$5 to purchase a new unit. *Curriculum units are deemed "complete" when all work is finished and the student has received a 70% or higher on assignments and passed the final proctored exam at 65% or higher. The program is not retroactive. Units purchased are NON-REFUNDABLE.

Physical Education Courses

Each unit in a physical education course takes a minimum of 10 hours/ 1 week to complete. Students must be enrolled in the unit for at least 1 week before being able to submit their fitness log. Fitness logs must be completed during the time they are enrolled and cannot overlap with another unit's log including in a different course.

Testing Policies

All final exams must be taken with a proctor. The course must be active and all course work submitted and passing with a 70% or higher in order to test. Once the test is taken all grades are locked in and no coursework may be resubmitted. Students have a limit of three exam attempts and must wait at least 1 business day between attempts. After the third attempt students will be required to restart the course. Exams are closed book and closed notes. Retakes are available up to 1 term after the test was first taken. All renewal fees are applicable. When a student retakes an already passed exam for a better score they must inform the Help Desk so their grade can be changed in Skyward. When needed, students may use translation services on proctored final exams.

Credit Posting to Transcript

Credit earned by Alpine School District students is uploaded to Skyward at midnight every business day by ESO.

Regarding Summer Courses: Credit is posted to Skyward at the end of Summer. Credit earned from June 1 to July 1 posts to the 4th term transcript of the previous year. Credit earned from July 1 to the first day of school posts to the first term transcript of the new school year.

The grade posted to the student's transcript is the average of all completed curriculum units within a course during the term.

Teacher Communication and Grading Turnaround Time

East Shore Online teachers are expected to grade and/ or reply to student communication within one full business day. For example, if a student submits an assignment at 2 p.m. on Tuesday it will be graded by the end of the Wednesday business day. Please note business days only include when ESO is open.

School Fees, Fee Waivers, and Spend Plans

[Important information about school fee and fee waiver policies.](#)

Fee Waivers

Students with an approved fee waiver are not required to pay waivable fees. Please note that if a student with an approved fee waiver voluntarily chooses to pay a waivable fee, the payment will be treated as a donation to the applicable program or activity unless a refund is requested. Those with an approved or pending fee waiver are asked to contact the school finance office at 801-610-8287, rather than paying fees online.

No Refund Policy

East Shore Online has a **No Refund Policy**. Please take this into consideration before submitting any payments on our website or over the phone.

By submitting your online payment, you are agreeing to the terms and conditions listed above.

Adult Education Enrollment Eligibility

Enrollment will follow Section 2 of the USBE Adult Education Policies and Procedures (June 2025).

SECTION 2: ELIGIBILITY

An individual eligible to receive adult education services:

- Is sixteen years of age or older;
 - Students between the ages of 16 and 18 whose class hasn't graduated must complete the HSE Candidate and Adult Education Eligibility Form;
 - If a Utah resident is adjudicated or married, the student is treated as if he/she were 18 years of age. A student who self-reports adjudication or marriage must provide legal documentation of such.
- Is not enrolled or required to be enrolled in secondary school under State law;
- Is a resident of Utah or a border community; and
- Meets one of the following criteria:
 - Is basic skills deficient;
 - Does not have a secondary school diploma or its recognized equivalent, and has not achieved an equivalent level of education; or
 - Is an English learner.

Note: Students who academically test at or above the 9.0 grade level in all assessed areas and have already obtained a secondary diploma and/or high school equivalence are not entitled to adult education services.

An individual eligible to take the GED® in Utah is:

- Any adult not currently holding a secondary diploma, including non-residents;
- Any 17-18-year-old whose class has graduated; or
- Any 16-18-year-old whose class has not graduated and who submits a completed HSE Candidate and Adult Education Eligibility Form or is enrolled in a Focused Graduation Pathway program.

Local education agency (LEA) geographic boundaries do not apply to adult education programs. Eligible adult education students may enroll in any adult education program in the state, regardless of whether the student resides within LEA boundaries.

Adult education programs are open to all individuals regardless of race, color, national origin, sex, disabilities, and any other legally protected status.



Alpine Online FAQs

Alpine Online

We provide a free online curriculum and a certified teacher to support students who are learning at home.

Role of the Online Teacher

Alpine Online teachers serve as primary supports to students and parents using our online curriculum. They make weekly contact with families, provide video tutorials, plan in-person activities and field trips. They also evaluate student assignments and host district and state testing sessions.

Social Opportunities

Alpine Online provides monthly field trips for all students, including their parents. We host live science labs for all students at various times of the year. Team Huddles take place each week online for all students.

Dual Enrollment

We welcome dual enrollment students. Fewer than three courses require administrative approval. Our teachers are happy to work with you to determine a schedule that works best for you. To start a dual-enrollment, please see your boundary school secretary or counselor.

Alpine Online Fees

There are no fees associated with Alpine Online.

Physical Materials

K-5th graders will receive physical materials. All course materials for 6th-8th graders are provided online. Laptops may be checked out. Laptops and other materials are required to be returned at the end of the year.

Time Requirements Each Day

Plan to spend about an hour on each subject each day. The exception to this will be Kindergarten and 1st grade language arts and phonics. These two classes will take about 2 hours a day because they are so foundational.

Parent/Guardian Expectations

Parents are expected to participate in their child's learning. For K-2nd graders, it would be important for parents to sit with their child during the lessons. 3rd-5th graders can work more independently, but a parent should be close by if there is a question or confusion. 6th-8th graders should be fully independent, but be able to ask you questions. Also, parents should do daily check-ins to see what work was completed. All parents are expected to communicate with the online teacher's weekly contact.

Wait list

As enrollment hits the cap, families who enroll will be put on the waiting list. They will be notified via email of the wait list status. It is *strongly recommended* that the student continue attending their school as enrollment with Alpine Online is not guaranteed. Once a spot opens up, the online teacher will reach out to you to get the curriculum order going and complete the enrollment process.

Aspen Peaks School Board
Meeting Schedule 2026-2027

Time: 6:00 PM

Location: 575 N 100 E, American Fork, UT 84003
(Alpine SD District Office)

August 13, 2026
August 27, 2026
September 10, 2026
September 24, 2026
October 8, 2026
October 22, 2026
November 12, 2026
December 10, 2026
January 28, 2027
February 11, 2027
February 25, 2027
March 11, 2027
March 25, 2027
April 22, 2027
May 13, 2027
June 17, 2027
July 13, 2027
August 10, 2027
August 24, 2027
September 14, 2027
September 28, 2027
October 12, 2027
October 26, 2027
November 9, 2027
December 14, 2027

*Beginning July 13, 2027 Board Meetings will be held on Tuesday @ 6:00pm