

Hawthorn Academy

Board of Directors Meeting

Date: September 9, 2026

Location: 9062 S 2200 W, West Jordan, UT 84088

In Attendance: Tori Williams, Donald McNeill, Tammi Wright, Jamie Dickinson, Heidi Scott, Janielle Edwards

Others In Attendance: Floyd Stensrud, Priscilla Stringfellow, Kim McVey, Hannah Dorius, Kami Graham, Kim Oliver, Mike Merrill, Emely Puerto, Jody Wihongi



MINUTES

CALL TO ORDER

Tori Williams called the meeting to order at 8:45AM.

PUBLIC COMMENT

- The board provides an opportunity for public comment.
- There was no public comment.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Tori Williams.

CONSENT ITEMS

- 08.10.2026 Board Meeting & Closed Session Minutes
- 08.24.2026 Board Meeting & Closed Session Minutes

Donald McNeill made a motion to approve the 08.10.2026 Board Meeting & Closed Session Minutes and 08.24.2026 Board Meeting & Closed Session Minutes. Jamie Dickinson seconded. Motion passed unanimously. *Votes were as follows: Tori Williams, Aye; Donald McNeill, Aye; Tammi Wright, Aye; Jamie Dickinson, Aye.*

Heidi Scott joined the meeting at 8:50AM.

REPORTS

- Director's Report
 - 2026/2027 Training Plan
 - School Safety Report
 - Utah Education Policy Center Collaboration Report

Floyd Stensrud presented Mike Merrill as the school resource officer, Jody Wihongi as the assistant principal at the West Jordan campus, and Emely Puerto as assistant principal at the South Jordan campus. Floyd Stensrud presented an update on the Utah Education Policy Center Collaboration

and the 2026/2027 Training Schedule. The training schedule is a working document to be completed over the course of the 2026/2027 school year and was reviewed in detail.

Emely Puerto, Jody Wihongi, and Mike Merrill left the meeting at 8:52AM.
Janielle Edwards joined the meeting at 8:54AM.

- Finance Report

Kim McVey presented the Finance Report to the board. The school year is 8% of the way through. Kim McVey reviewed the current budget analysis for this time of the year. The board had no questions.

VOTING ITEMS & DISCUSSION ITEMS

- Policies & Plans

- Cardiac Emergency Response Plan

- The board reviewed the Cardiac Emergency Response Plan. This improved and amended plan will be available for review on the website.

- Wellness Policy

- The board reviewed the updated Wellness Policy. The board suggested some clarifying language that will be adopted into the policy.

- 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 was amended accordingly.

- Electronic Resource Policy

- The board reviewed the Electronic Resource Policy. This policy was revised to comply with changes to law from the 2026 legislative session, including SB 88. The revisions address the policy review cycle, updated definitions, limited student use of privately-owned electronic devices, and the school's technology protection measures.

- Fee Waiver Policy

- The board reviewed the Fee Waiver Policy, which is revised to reflect statutory changes under HB 142 regarding fee waivers for school-sponsored trips. To qualify for a fee waiver for a second school-sponsored trip during the same school year, a student must request the waiver and, in coordination with school administration, complete an action plan describing how the student or the student's family will contribute to the school or the community through work or other service in place of paying the trip fees.

- Financial Reporting Policy

Audits of the school's financial reporting must now be conducted in accordance with both Generally Accepted Auditing Standards (GAAS) and Generally Accepted Government Auditing Standards (GAGAS). Because the school's Financial Reporting Policy currently references only GAAS, it was revised to also require compliance with GAGAS.

- Procurement Policy

The school's Procurement Policy was revised to comply with changes to R33-105, including with respect to quotes for purchases between \$5,000 and \$50,000, 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.

- Sex Education Instruction Policy

The school's Sex Education Instruction Policy and administrative procedures were revised to comply with legislative changes, which updated the definition of sex education instruction and revised related curriculum requirements. Complaints regarding sex education instruction materials are addressed in accordance with the school's applicable grievance policy.

Tammi Wright made a motion to approve the Cardiac Emergency Response Plan, Wellness Policy changes as discussed, Capitalization and Expense Policy, Electronic Resource Policy, Fee Waiver Policy, Financial Reporting Policy, Sex Education Instruction Policy, and Procurement Policy. Heidi Scott seconded. Motion passed unanimously. *Votes were as follows: Tori Williams, Aye; Donald McNeill, Aye; Tammi Wright, Aye; Jamie Dickinson, Aye; Heidi Scott, Aye; Janielle Edwards, Aye.*

- Transportation of Students Policy

Floyd Stensrud presented the Transportation of Students policy to the board. The section that permits qualified school employees to provide transportation for students for field trips, extracurricular activities, and other school-sponsored activities was removed. Additional procedures for transportation of students will be adopted at a later date.

Tammi Wright made a motion to approve the amended Transportation of Students Policy. Heidi Scott seconded. Motion passed unanimously. *Votes were as follows: Tori Williams, Aye; Donald McNeill, Aye; Tammi Wright, Aye; Jamie Dickinson, Aye; Heidi Scott, Aye; Janielle Edwards, Aye.*

- REVIEW: Donation & Fundraising

Under Utah governance requirements, certain board policies must be reviewed periodically. The Donation & Fundraising Policy is currently due for scheduled review. At this time no revisions are recommended, and no board action or vote is required.

- Insurance Renewal Purchase

The board reviewed the renewal of the school's property and liability insurance coverage. The details of the renewal were included in the board's documentation.

Donald McNeill made a motion to approve the Insurance Renewal Purchase for \$74,074.31. Tammi Wright seconded. Motion passed unanimously. *Votes were as follows: Tori Williams, Aye; Donald McNeill, Aye; Tammi Wright, Aye; Jamie Dickinson, Aye; Heidi Scott, Aye; Janielle Edwards, Aye.*

- TSSA Framework

The TSSA Framework was amended to include a literacy achievement component in accordance with SB 241 (2026) and State Rule R277-927. The plan addresses the school's progress toward statewide literacy proficiency goals and provides that, if the school fails to meet statewide literacy goals, the school must dedicate at least 50% of TSSA funds toward evidence-based literacy interventions and practices.

Tammi Wright made a motion to approve the amended TSSA Framework. Heidi Scott seconded. Motion passed unanimously. *Votes were as follows: Tori Williams, Aye; Donald McNeill, Aye; Tammi Wright, Aye; Jamie Dickinson, Aye; Heidi Scott, Aye; Janielle Edwards, Aye.*

- LEA Licenses

The board reviewed the LEA-Specific License requests. License areas and endorsements are valid for three academic years as indicated on the attached spreadsheet and expire on June 30 of the final academic year approved. The board acknowledged that USBE approves or denies renewals on a case-by-case basis. Hawthorn Academy recommends LEA-Specific Licenses for Juan Insunza, Michael Layden, Christopher Shepherd, and Emily Sua.

Tammi Wright made a motion to approve the LEA-Specific Licenses as presented. Heidi Scott seconded. *Votes were as follows: Tori Williams, Aye; Donald McNeill, Aye; Tammi Wright, Aye; Heidi Scott, Aye. Jamie Dickinson and Janielle Edwards did not vote.* Motion passed with a majority vote.

- Corrective Action Plan Review

The board reviewed the school's corrective action plan and the checklist of items remaining to complete it. The Board Oversight Committee is comprised of Tori Williams, Donald McNeill, and Jamie Dickinson and the Finance Committee is comprised of Tammi Wright and Tori Williams. The Oversight Committee will meet quarterly to complete the listed action items in the plan.

- Board Review

A board committee created a comprehensive review of board priorities and goals. These priorities include regular school assessments, financial reports, board training, and regular reporting. Next steps include emphasis on development and recruitment for the board.

Jamie Dickinson left the meeting at 10:14AM.

Kim Oliver left the meeting at 10:18AM.

CLOSED SESSION - closed session for the sole purpose of discussing the character, professional competence, or physical or mental health of an individual in accordance with Utah Code Ann. 52-4-2(1)(a).

At 10:19AM Donald McNeill made a motion to convene in closed session for the sole purpose of discussing the character, professional competence, or physical or mental health of an individual in accordance with Utah Code Ann. 52-4-2(1)(a). Tammi Wright seconded. Motion passed unanimously. *Votes were as follows: Tori Williams, Aye; Donald McNeill, Aye; Tammi Wright, Aye; Heidi Scott, Aye; Janielle Edwards, Aye.*

CLOSED SESSION & ADJOURN

At 10:48AM Heidi Scott made a motion to leave the closed session and adjourn the meeting. Tammi Wright seconded. Motion passed unanimously. *Votes were as follows: Tori Williams, Aye; Donald McNeill, Aye; Tammi Wright, Aye; Heidi Scott, Aye; Janielle Edwards, Aye.*

CALENDARING

- The next board meeting is scheduled for November 11, 2026 at the South Jordan Campus.

Hawthorn Academy
Closed Session Statement

Meeting Date: 09.09.2026

Location: 9062 S 2200 W.
West Jordan, UT 84088



CLOSED SESSION SWORN STATEMENT:

At a duly noticed public meeting held on the date listed above, the board of directors for Hawthorn Academy entered into a closed session for the sole purpose of discussing the character, professional competence, or physical or mental health of an individual in accordance with Utah Code Ann. 52-4-2(1)(a).

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

Signed on the 9th day of September, 2026, at 9062 S 2200 W, West Jordan, UT 84088, Utah.

A handwritten signature in black ink that reads "Tori Williams". The signature is written in a cursive style with a large, flowing "T" and "W".

Tori Williams, Board Chair