Wasatch Peak Academy
Board of Directors Meeting
Thursday, September 10, 2026

Location: 414 North Cutler Dr, North Salt Lake, UT 84054

In Attendance: Marlowe Wolferstan, Katie Jones, Kristin Kano, Emily Willey (via Zoom), Tristian Carlisle (via Zoom) ,

Excused: Jennifer Royall, Brad Wyatt,

Others in Attendance: Amy Pilkington, Chantel Wixon, Dawn Kawaguchi, Heidi Bauerle, Emily Pope, Brandon Fairbanks (8:24 a.m.),

Wasatch Peak Academy will provide a meaningful educational experience focused on student growth to inspire students with an appreciation for community, and enthusiasm for learning, and a drive for academic excellence

MINUTES

8:19 AM – INTRODUCTORY ITEMS

- Welcome & Roll Call – Marlowe Wolferstan

There was no PUBLIC COMMENT.

REPORTS

- **Administration**
  - *State of the School* – Amy Pilkington presented the end-of-year RISE testing results in relation to the school's academic goals. WPA exceeded state averages across all grade levels in math, literacy, and science, with particularly strong results in third- and fifth-grade math and double-digit literacy leads in fourth through sixth grade. Amy also reported staffing adjustments to strengthen math and literacy instruction and support a more junior-high-style model for sixth grade. WinTime is in the early stages of implementation and is expected to expand academic support beyond the previous 30-student cap. Amy reported that the school budgeted for 500 students and currently has 509 enrolled. She also reviewed efforts to strengthen school culture and behavior systems through a structured, data-driven Tier 1, Tier 2, and Tier 3 support framework. Staff training has improved behavior documentation and consistency in reporting. Although additional data is needed, Amy noted reduced time spent addressing student behavior and smoother student transitions compared to the same point last year.
- **Board of Directors**
  - *Financial Report* – Chantel Wixon provided a brief financial update, noting that the monthly financial statements would be distributed to board members via email tonight. Auditors have completed their review of the financial records and reported that the information looks good. Chantel expects to certify the Annual

Comprehensive Report (ACR) and Annual Financial Report (AFR) this week. In addition, a transfer of approximately $750,000 was made from the operating account to the Public Treasurers' Investment Fund (PTIF) during the previous month as part of routine fund management.

- *Satellite* – Marlowe Wolferstan invited Brandon Fairbanks to provide an update on the satellite project. ***It was determined that a closed session was not necessary for this discussion.*** Brandon reviewed the proposed timeline for each committee, noting that the preliminary dates remain flexible and subject to adjustment. Monthly committee reports to the full board were recommended as standing agenda items. It is possible that there may be meetings where there is nothing to report. He also outlined the key project components that will involve the full Board, including matters that will require Board review and formal action through a vote. The following board committee assignments and descriptions are below, with Marlowe serving as the alternate member for each committee.
  - ✓ Facilities Committee (Katie and Jennifer) – This committee will work with developer Sheldon to finalize floor plans, site plans, and cost estimates. A proposed lease will go through legal review before coming to the full board.
  - ✓ Grant & Loan Committee (Tristian and Brad) – This committee will focus on the CSP grant application, the revolving startup loan, and other state startup grants. A training session was held the prior evening.
  - ✓ Marketing Committee (Kristin and Emily) – This committee will draft a marketing plan, design the site sign, and plan the groundbreaking and ribbon-cutting events. Active marketing is recommended to begin once property is secured and city approvals are complete.

SCHOOL LAND TRUST COUNCIL

- *SLT Board Training Assurances* – Dawn Kawaguchi reported that the annual Land Trust training information was distributed via email the previous week. Emily, Kristin, and Jennifer confirmed completion of the training, and Marlowe and Tristian also affirmed that they have completed the requirement. Katie reported that she has not yet completed the training but will do so prior to the October 20 deadline and will notify Dawn upon completion. Brad was not present and has not yet provided confirmation of training completion. Dawn will follow up with Brad regarding the training requirement.
- *Review SLT FY27 Plan Implementation* – Amy Pilkington provided an update on the FY27 SLT plan which is on track and is going to the music specialist, PE, student devices, library books, and classroom textbooks. Any surplus funds are rolled into an identified area.

CONSENT ITEMS

- *June 18, 2026 Electronic Board Meeting Minutes* – There was no further discussion.
- *August 19, 2026 Electronic Board Meeting Minutes* – There was no further discussion.

Kristin Kano made a motion to approve the consent items. Tristian Carlisle seconded the motion. The votes were as follows:

Marlowe Wolferstan – Aye
Emily Willey – Aye
Kristin Kano – Aye
Tristian Carlisle – Aye

Katie Jones – Aye
Motion passed unanimously.

VOTING ITEMS

- *Amend TSSA Framework* – Amy Pilkington reviewed the amended TSSA Framework which identifies how restricted TSSA funding is spent. Heidi Bauerle added that new requirement mandates 50% be spent on literacy if the school does not meet the state 80% literacy goal. Amy stated that WPA has consistently met this goal.
- *Teton Science Schools Contract* – Amy Pilkington presented the Teton Science Schools Contract which is a multi-day field trip for 6th graders held in May. The three-year contract locks in per-student pricing: lodging $127.02, meals $151, program fee $268. The trip was reduced from 5 to 4 days last year, saving approximately $150–$200 per student. Amy stated that the total estimated cost per student is approximately $600–$700, including busing. Fundraising covers the trip; fee waivers do not apply as all charges are listed as donations. Amy also mentioned that scholarships are available for students who cannot afford the trip; parent chaperones are generally expected to cover their own costs, with exceptions for students with medical or significant emotional needs. The contract allows exit if the program no longer aligns with school values. However, with a three-year contract, it won't be required a board vote until 2029. Discussion noted the preference to have both current and new campus schools attend simultaneously.
- *Technology Purchase* – Amy Pilkington reviewed the technology purchase stating that ReadyMath and Chromebook updates have rendered older devices incompatible. Up to 90 Chromebooks to be purchased; final number still being analyzed. Cost not to exceed $52,000, funded through Land Trust and technology grant funds. There was a discussion on how long Chomebooks are used and if the school allows families to purchase them.
- *LEA-Specific Educator License(s)* – Amy Pilkington presented the requested LEA-Specific Educator License. Macey Tom holds a master's degree in education, has a strong testing record, and has two licensing tests remaining, both scheduled and expected to be completed by end of month or following month. The LEA-specific site license provides a buffer if needed.
- *Investment Policy* – Amy Pilkington presented the Investment Policy which stablishes authority and procedure for approving movements into the PTIF account. Previously no formal policy existed. Decisions are made in alignment with management, not unilaterally.
- *Amend Bullying & Hazing Policy* – Heidi Bauerle reviewed the Amended Bullying and Hazing Policy which adds definitions of accountability practice and restorative justice practice. Requires written records of interviews (date, time, individuals). Requires timely notification to parents of students involved.
- *Amend Electronic Resources Policy* – Heidi Bauerle reviewed the Amended Electronic Resources Policy which are legislative driven. AI glasses are now included in the definition of electronic devices. Parents may request time for students to use privately owned devices during non-instructional periods. Clarifies definitions related to protecting minors and allows parents access to monitoring systems. A further policy defining screen time limits is forthcoming from the state. *Cami Hamblin was excused at 9:07 a.m.*
- *Amend Enrollment & Lottery Policy* – Heidi Bauerle reviewed the Amended Enrollment and Lottery Policy which allows schools to review discipline records before admitting students to the lottery.

- *Amend Paid Parental & Postpartum Recovery Leave Policy* – Heidi Bauerle reviewed the Amended Paid Parental & Postpartum Recovery Leave Policy which adds three additional weeks of leave for employees who adopt or foster a child. Requires LEAs to provide four weeks of paid leave to qualified employees.
- *Amend Sex Education Instruction Policy* – Heidi Bauerle reviewed the Amended Sex Education Instruction Policy which is an amendment from the 2025 legislative session that adds topics not permitted in instruction, including abortion methods. Refines the definition of instructional situations. Amy added that WPA offers maturation resources to parents but does not teach sex education directly.

Marlowe Wolferstan made a motion to approve the following items:

- **Approve the Amended Teacher Student Success Act Framework;**
- **Approve the Teton Science Schools 3-year Contract;**
- **Approve the Technology Purchase in an amount not to exceed $52,000;**
- **Approve the request for LEA-specific educator license for Macey Tom for an elementary license for a period of three years;**
- **Approve the Investment Policy;**
- **Approve the Amended Bullying and Hazing Policy;**
- **Approve the Amended Electronic Resources Policy;**
- **Approve the Amended Enrollment & Lottery Policy;**
- **Approve the Amended Paid Parental and Postpartum Recovery Leave Policy and changing its title to Paid Parental, Postpartum Recovery, Adoption, and Foster Leave Policy; and**
- **Approve the Amended Sex Education Instruction Policy.**

Katie Jones seconded the motion. The votes were as follows:

Marlowe Wolferstan – Aye
Emily Willey – Aye
Kristin Kano – Aye
Tristian Carlisle – Aye
Katie Jones – Aye

Motion passed unanimously.

DISCUSSION ITEMS

- *Calendaring Items* – Marlowe Wolferstan
  - Next PreBoard Meeting October 28th
  - Next Board Meeting on November 12th
  - SCSB Meeting November 12th (additional details to come)

Kristin Kano was excused at 9:14 a.m.

9:15 AM – Marlowe Wolferstan made a motion to enter a CLOSED SESSION to discuss the character, professional competence, or physical or mental health of an individual pursuant to Utah Code 52-4-205(1)(a) in the break room. Tristian Carlisle seconded the motion. The roll call votes were as follows:

Marlowe Wolferstan – Aye
Katie Jones – Aye

Tristian Carlisle – Aye
Emily Willey – Aye
Motion passed unanimously.

9:28AM – Marlowe Wolferstan made a motion to come out of the CLOSED SESSION and end the meeting. The votes were as follows:
Marlowe Wolferstan – Aye
Emily Willey – Aye
Tristian Carlisle – Aye
Katie Jones – Aye
Motion passed unanimously.

Wasatch Peak Academy
Board of Directors
Closed Session Statement
Thursday, September 10, 2026

Location: 414 North Cutler Dr, North Salt Lake, UT 84054

CLOSED SESSION SWORN STATEMENT:

At a duly noticed public meeting held on the date listed above, the Board of Directors for ***WASATCH PEAK ACADEMY*** *entered int 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. 52-4-205(1)(a).*

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

Signed on the 10th day of September, 2026, at North Salt Lake, Utah.

Marlowe Wolferstan
Board Chair