



VOYAGE ACADEMY BOARD OF DIRECTORS MEETING MINUTES

Date: 9.17.2026

Time: Public Session from 6:00 PM

Location: 1891 N. 1500 W., Clinton, UT 84015

MISSION STATEMENT

Voyage Academy is dedicated to cultivating student growth through Expeditionary Learning. Our mission is to promote responsibility, integrity, and the development of essential life skills, guiding students toward becoming respectful, compassionate, and motivated lifelong learners.

ATTENDEES

Courtnie Moore, Robert Handy, Valerie Hulse, Angie Lored, Janae Howell, Kami Coleman, Nicole Jones, Roger Simpson, and Lisa Titensor (notary). Amy Lefvere was excused.

MINUTES

OPENING BUSINESS

Courtnie Moore called the meeting to order at 6:02 PM on Thursday, September 17, 2026, and Robert Handy read the Voyage Academy Mission Statement aloud.

Roll call of attendees present at the start of the meeting: Courtnie Moore, Robert Handy, Valerie Hulse, Angie Lored, Janae Howell, Kami Coleman, Nicole Jones, and Roger Simpson. Amy Lefvere was not present.

Oath of Office: The oath of office was administered by the notary present. Robert Handy and Angie Lored were sworn in as new board members, and Valerie Hulse, Janae Howell, and Courtnie Moore were also administered the oath. Each member signed the oath document, which was witnessed and notarized and will be retained in the school office. Amy Lefvere was not present and will complete and sign her oath separately.

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PUBLIC COMMENT

No public comments were present. Comments are limited to 3 minutes. The item noticed for public comment was the Internet Safety Policy and the amended Technology Security Policy / Plan.

CONSENT AGENDA ITEMS

May 14, 2026 Board Meeting Minutes and Closed Session Statement

Nicole Jones identified two corrections to the May 14, 2026 minutes: the footer date was entered as 5.15.2026 and should read 5.14.2026, and the meeting time listed was the actual start time rather than the scheduled start time. Robert Handy identified spelling corrections in the Calendaring section, including the reference to the Viking sprint. The minutes were approved with the recommended changes.

Valerie Hulsey made a motion to approve the May 14, 2026 Board Meeting Minutes and Closed Session Statement with the recommended changes. **Janae Howell** seconded. Motion passed unanimously. Votes were as follows: **Courtnie Moore, Aye; Robert Handy, Aye; Valerie Hulsey, Aye; Angie Loreda, Aye; Janae Howell, Aye.**

REPORTS

Director Report — Kami Coleman

[Note: the director report was presented before public comment and the consent agenda at the meeting; it is recorded here in agenda order.]

School Theme: The theme for the year is “Come Grow with Us.” During the summer, teachers were given plants and were allowed onto the construction site to see the new building. Plants were also provided to board members.

Calendaring and Upcoming Dates: September 21 — school safety meeting after school in the boardroom; September 25 — school carnival and open house (the gymnasium is expected to be complete, the stage will not be); September 28 through October 2 — school safety week, with no full campus evacuation this year, as a full evacuation is required only once every three years; October 14 — Movie with Mom or a Loved One; October 22 — next board meeting; October 26 through 30 — Red Ribbon Week; October 30 — Halloween. Board member birthdays were reviewed.

Staffing: New and returning educators for the year are Blaire Barker (kindergarten), Holli Howell (first grade), Sarah Nelson (returning to Voyage Academy), Carlee Shock (new

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hire), and Deborah Locher (special education). Additional paraeducators and recess staff have been hired. The school has four kindergarten classes and four first grade classes this year and anticipates adding a fourth second grade class next year.

Enrollment: Current enrollment is 560 students, with a target of approximately 570 and capacity of roughly 575 depending on grade level. Third grade is at capacity; fourth and sixth grades have room. Recruiting efforts include the September 25 carnival and open house, outreach to military families through the school's Purple Star designation, and messaging that enrollment is still open.

SB 241 Early Literacy: The board reviewed SB 241, which sets a statewide goal for third grade reading proficiency by 2030 and requires retention of third graders not reading on grade level, with exceptions for multilingual learners and certain students with IEPs. Proficiency is measured by the Acadience assessment, a single-administration screener. Beginning-of-year results are: kindergarten 49%, first grade 58%, second grade 76%, third grade 68%, fourth grade 66%, fifth grade 69%, and sixth grade 92%. Last year's kindergarten class ended the year at 89%, indicating significant summer slippage. The board discussed sharing successful practices from the first and fifth grade teams.

Literacy Supports: Planned supports include year-long reading incentives with family involvement, resending the May parent letter about SB 241 to new families, individualized reading plan (IRP) discussions at parent-teacher conferences for grades K–3, reading resources on the school website, free books at back to school night, participation in the state readathon, continued LETRS and science of reading training for all teachers, and additional K–2 teacher training on phonological awareness screeners including UFLI. Social Studies Weekly, a print curriculum, has been adopted to reduce screen time. Paraeducators have been realigned so that every literacy center has an adult. Early intervention and retention conversations will happen in kindergarten and first grade rather than waiting until third grade.

Board Discussion — Volunteers: The board discussed expanding volunteer opportunities, reactivating Watch D.O.G.S. in classrooms, and using the newsletter to advertise specific ways families can help with reading.

School Work Plan: The CREW acronym was updated so that the "W" now stands for working towards mastery, aligning with the school work plan and the emphasis on high quality work.

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Community Partnership — Meal Program: The Bountiful Food Pantry, in partnership with the Lakeside Community Church, has asked to host a weekly Friday meal bag distribution at the school on a first come, first served basis. Following a complaint about a prior service project, the board discussed the distinction between hosting a community partner and promoting a religion, and expressed support for the program, with the recommendation that families be notified in advance and the partnership be communicated as a community partnership.

Student-Led Conferences: Conference slots will increase from 20 to 25 minutes to accommodate the required IRP discussion, requiring three days of conferences. The board discussed returning to a full week of early-out days to give teachers preparation time. The board agreed to provide a chips and salsa treat for staff on Monday, November 16, during conference week.

Committee Reports

Finance — Roger Simpson: Audit season began July 1. The auditors returned initial numbers this week and signed off on them; the figures will be submitted to the state, allowing FY26 to be closed out, and an audit report is expected to the board by October. On the expansion, the school reached substantial completion on time and opened on time, with remaining punch list items being worked through with the contractor. Approximately \$2 million of reserves was pledged to the project in addition to bond proceeds; because the bonds sold at a premium, the school expects to spend less than that amount. Days cash on hand is forecast at 258 against a target floor of 150, and the debt service coverage ratio is targeted at 1.3. Cash and investment accounts hold well over \$3 million beyond the amount pledged to the project. The operating budget is built on 570 students against current enrollment of 560, and will be reforecast after the October 1 enrollment count. Roger Simpson reported no major concerns and noted the budget will be refined through the year as utility, salary, and enrollment figures are confirmed.

Audit Committee: Board members have been responsive to auditor requests. The financial portion is complete and the compliance portion is beginning, and board members should expect additional questions, including fraud risk assessments.

School Safety Committee: Drills went well. Exit routes and destinations are still being refined; fifth and sixth grades reporting to the cul-de-sac area worked well and may change once the field is available again.

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Marketing and Curriculum Committee: Outreach and information sharing about the school has increased. The board discussed the marquee, visibility from 1800 North, the effect of road construction on awareness of the expansion, and community use of the building as a way to draw families in.

Recognition Committee: The bagel breakfast in the new teacher lounge was well received. The board discussed occasionally offering a free drink from the staff fridge as an additional recognition.

Development Committee (Expansion): Substantial completion has been reached and the contractor has not yet provided a final completion date. The elevator must be fully complete before an inspection ticket can be submitted to the state, and state review may take two to three weeks. Feedback on the new building has been positive.

Board Chair Comments — Courtnie Moore: None.

CLOSED SESSION TO DISCUSS THE CHARACTER, PROFESSIONAL COMPETENCE, OR PHYSICAL OR MENTAL HEALTH OF AN INDIVIDUAL PURSUANT TO UTAH CODE §52-4-205.

*At 7:25 PM Janae Howell made a motion to go into closed session at 1891 N. 1500 W., Clinton, UT 84015 to discuss the character, professional competence, or physical or mental health of an individual. Robert Handy seconded. Motion passed unanimously. Votes were as follows: **Courtnie Moore, Aye; Robert Handy, Aye; Valerie Hulsey, Aye; Angie Lored, Aye; Janae Howell, Aye.***

*At 7:41 PM **Valerie Hulsey** made a motion to move out of closed session. **Robert Handy** seconded. Motion passed unanimously. Votes were as follows: **Courtnie Moore, Aye; Robert Handy, Aye; Valerie Hulsey, Aye; Angie Lored, Aye; Janae Howell, Aye.***

DISCUSSION AND ACTION ITEMS

Policies

Amended Internet Safety Policy: Reviewed — first comment period. The board will vote at the next meeting.

Amended Technology Security Policy: Reviewed — first comment period. The board will vote at the next meeting. Nicole Jones provided notes explaining the changes and the reasons for them.

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Cybersecurity Policy, Amended Electronic Device Policy, and Oath of Office Policy: Presented for approval.

Robert Handy made a motion to approve the Cybersecurity Policy, the amended Electronic Device Policy, and the Oath of Office Policy. **Janae Howell** seconded. Motion passed unanimously. Votes were as follows: **Courtnie Moore, Aye; Robert Handy, Aye; Valerie Hulsey, Aye; Angie Loreda, Aye; Janae Howell, Aye.**

Amended Health and Wellness Policy:

This item was noticed on the agenda but no action was recorded in the recording — this will be tabled to the next meeting.

Board Member Terms, Roles, and Elected Officers: Courtnie Moore noted this is her final year as board chair. Valerie Hulsey was proposed and accepted the role of vice chair. Janae Howell will move to secretary. Angie Loreda accepted the role of treasurer and finance coordinator, which includes attending the finance discussion at 5:30 PM before each board meeting, responding to auditor fraud risk assessments, and signing the annual audit. Robert Handy and Amy Lefvere will serve as board members.

Robert Handy made a motion to approve the board term positions as discussed. **Valerie Hulsey** seconded. Motion passed unanimously. Votes were as follows: **Courtnie Moore, Aye; Robert Handy, Aye; Valerie Hulsey, Aye; Angie Loreda, Aye; Janae Howell, Aye.**

Committee Assignments: Committee membership was designated as follows — Finance: Roger Simpson, Kami Coleman, Courtnie Moore, Angie Loreda; Audit: Courtnie Moore, Angie Loreda; School Safety: Robert Handy and Valerie Hulsey, who will share attendance at the after-school meetings held approximately every other month, with Robert Handy attending the September 21 meeting; Marketing and Curriculum: Kami Coleman, Janae Howell, Amy Lefvere; Recognition: Valerie Hulsey, Amy Lefvere; Development: Roger Simpson, Kami Coleman, Courtnie Moore, Valerie Hulsey, Janae Howell. Janae Howell was moved off the finance and audit committees.

Director Stipend: Following closed session, the board returned to open session and acted on the director stipend as discussed in closed session.

Janae Howell made a motion to approve the stipend as discussed in closed session. **Angie Loreda** seconded. Motion passed unanimously. Votes were as follows: **Courtnie Moore, Aye; Robert Handy, Aye; Valerie Hulsey, Aye; Angie Loreda, Aye; Janae Howell, Aye.**

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Board Training — School Land Trust: All board members present confirmed completion of the School Land Trust training. Courtnie Moore recognized Nicole Jones, Roger Simpson, and Kami Coleman for managing School LAND Trust funds and meeting reporting deadlines. Funds are allocated first to the instructional coach, with any remainder to paraeducators.

CALENDARING

The next Board Meeting is scheduled for October 22, 2026.

ADJOURNMENT

*At 7:45 PM Janae Howell made a motion to adjourn the meeting. Robert Handy seconded. Motion passed unanimously. Votes were as follows: **Courtnie Moore, Aye; Robert Handy, Aye; Valerie Hulsey, Aye; Angie Loreda, Aye; Janae Howell, Aye.***

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Voyage Academy
Board of Directors Closed Session Statement

Meeting Date: September 17, 2026
Location: 1891 N. 1500 W.,
Clinton, UT 84015

Closed Session Sworn Statement:

At a duly noticed public meeting held on the date listed above, the board of directors for Voyage 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. 52-4-1(1)(a).

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

Signed electronically on the 17th DAY OF September 2026.

Courtnie Moore

Board Chair