The Minutes - Draft
Regular Governing Board Meeting
Utah Charter Academies

All meeting materials are available at links on the meeting agenda.

August 27, 2026
7:00 p.m.

APS District Office:	12894 S. Pony Express Rd., Unit 400, Draper, UT 84020/Google Meet Hybrid Meeting
Board Members Present In Person:	Thomas Hortin
Board Members Present Virtually:	Matt Howard, Ruth Kellersberger
Board Members Absent:	Thomas Young
Staff Present:	Carolyn Sharette, David Sharette, Daniel Baker, Kate York, Lisa Brunson, Peri Daley, Jeremiah Brennan, Carole Hollinger, Casey Crellin, Tim Evancich
Public Present:	Joe Dunlop

1 Welcome
- 1.1 Matt Howard welcomed the board members that were present via roll call at 7:02 p.m.

2 Presentation and Comments
- 2.1 Public Comment - Matt Howard invited public comment. None was given.

3 Presentation and Comments
- 3.1 Motion: Move the A-4.1 Parent Advisory Committee amendment out of the consent agenda
  - 3.1.1 Moved: Thomas Hortin
  - 3.1.2 Second: Ruth Kellersberger
  - 3.1.3 Vote:

	T.Y	T.Ho	M.H	R.K
Aye		X	X	X
Nay				
Abstain				

- 3.2 Remaining consent agenda items: June 30, 2026 Meeting Minutes, July 16, 2026 Meeting Minutes, LEA License & Endorsement Approvals.
- 3.3 Motion: To approve the Consent Agenda.
  - 3.3.1 Moved: Matt Howard
  - 3.3.2 Second: Thomas Hortin
  - 3.3.3 Vote:

	T.Y	T.Ho	M.H	R.K
Aye		X	X	X
Nay				
Abstain				

4 Board Business - 7:04 p.m.
- 4.1 A-4.1 Parent Advisory Committee Amendment
  - 4.1.1 Lisa Brunson presented the amendment to the Parent Advisory Committee. The amendment includes that committee elections may take place at any time for schools in their first operational year. The amendment and board brief is linked on the meeting agenda.
  - 4.1.2 Motion: To approve the A-4.1 Parent Advisory Committee Amendment.
    - 4.1.2.1 Moved: Thomas Hortin
    - 4.1.2.2 Second: Ruth Kellersberger
    - 4.1.2.3 Vote:

	T.Y	T.Ho	M.H	R.K
Aye		X	X	X
Nay				
Abstain				

4.2 School Fee Schedule SYE27 Amendments

4.2.1 Kate York provided the second review of the SYE2027 School Fee schedule amendments. The board brief is linked on the meeting agenda. Ruth Kellersberger asked for clarification on the Saturday Attendance School Fee. Kate York clarified the maximum school fee allowance and hourly cost.

4.2.2 Motion: To approve the amendments to the FY27 School Fee Schedule.

4.2.2.1 Moved: Thomas Hortin

4.2.2.2 Second: Ruth Kellersberger

4.2.2.3 Vote:

	T.Y	T.Ho	M.H	R.K
Aye		X	X	X
Nay				
Abstain				

4.3 C-3.4 Drug-Free Workplace Policy Amendment

4.3.1 Kate York reviewed the changes to the Drug-Free Workplace Policy. Policy amendment is linked on the meeting agenda. This policy amendment was initially reviewed in June. The changes include compliance according to State changes. Tobacco will be addressed in a separate policy.

4.3.2 Motion: To approve the amendments to C-3.4 Drug-Free Workplace Policy as presented.

4.3.2.1 Moved: Ruth Kellersberger

4.3.2.2 Second: Thomas Hortin

4.3.2.3 Vote:

	T.Y	T.Ho	M.H	R.K
Aye		X	X	X
Nay				
Abstain				

4.4 Policy Amendments - Section E-4.0 Attendance

4.4.1 Kate York reviewed the amendments to the Attendance Policy, linked on the meeting agenda. Thomas Hortin made a comment regarding unexcused absent days for statewide testing for students who have opted out of testing. Carolyn provided more info on the requirements for excused vs unexcused absences.

4.4.2 Motion: To approve the Attendance policies, Section E-4.0, as presented.

4.4.2.1 Moved: Ruth Kellersberger

4.4.2.2 Second: Thomas Hortin

4.4.2.3 Vote:

	T.Y	T.Ho	M.H	R.K
Aye		X	X	X
Nay				
Abstain				

4.5 Policy Amendments - H-3.0 Student Code of Conduct

4.5.1 Kate York reviewed the amendments to the Student Code of Conduct, linked on the meeting agenda.

4.5.2 Motion: To approve the amendments to H-3.0 Student Code of Conduct as presented.

4.5.2.1 Moved: Ruth Kellersberger

4.5.2.2 Second: Thomas Hortin

4.5.2.3 Vote:

	T.Y	T.Ho	M.H	R.K
Aye		X	X	X
Nay				
Abstain				

4.6 Teacher and Student Success Act - FY26 Reports and FY27 Plans

4.6.1 Lisa Brunson reviewed the TSSA reports for FY2026 and the plans for FY2027. The board brief is linked on the meeting agenda. Thomas Hortin commented that the outcomes

appeared positive. Ruth Kellersberger asked if there was a metric or success requirement with the State. Lisa Brunson confirmed that the State does not have required metrics to be maintained over the years.

4.6.2 Motion: To approve the FY27 TSSA Plans as presented.

4.6.2.1 Moved: Thomas Hortin

4.6.2.2 Second: Ruth Kellersberger

4.6.2.3 Vote:

	T.Y	T.Ho	M.H	R.K
Aye		X	X	X
Nay				
Abstain				

4.7 SCSB Charter Agreement with UCA

4.7.1 David Sharette reviewed the proposed, updated charter agreement for Utah Charter Academies. The revision includes the addition of Eagle Mountain and Ephraim campuses.

4.7.2 Motion: To approve the updated charter agreement

4.7.2.1 Moved: Thomas Hortin

4.7.2.2 Second: Ruth Kellersberger

4.7.2.3 Vote:

	T.Y	T.Ho	M.H	R.K
Aye		X	X	X
Nay				
Abstain				

4.8 UCA Bank Account Authorized Signers Update

4.8.1 Casey Crellin reviewed the UCA Bank Account Authorized Signers, board brief linked on the meeting agenda. The meeting minutes from tonight will be submitted to the bank. No further questions from the board members.

4.8.2 Motion: To authorize Thomas Hortin to sign the meeting minutes to submit to the bank.

4.8.2.1 Moved: Ruth Kellersberger

4.8.2.2 Second: Matt Howard

4.8.2.3 Vote:

	T.Y	T.Ho	M.H	R.K
Aye		X	X	X
Nay				
Abstain				

5 Closed Session - 7:35 p.m.

5.1 The board agreed to move the closed session to the end of the meeting.

6 Management Company Report -7:36 p.m.

6.1 Academics - Daniel Baker reviewed the Elementary Core Knowledge Testing Report and Secondary AP Results Preview. The final AP test results will be available at a later date.

6.2 Character Development - Available for board review. Carolyn Sharette made a note on the upcoming Constitution Reading events as well as changes to the student-led pledges.

6.3 Campus Highlights - Available for board review.

6.4 Enrollment - Carolyn Sharette reviewed current enrollment totals and projections.

6.5 Human Resources - Jeremiah Brennan reviewed the current open positions and staff totals.

6.6 Finance - Casey Crellin reviewed the current Key Indicators for July 2026. He reviewed the current cash-on-hand and debt-service-ratio status for the year. Casey reviewed the July Profit and Loss vs Budget report. Casey provided an update on the current audit status with the State, including waiting on the audit date to be scheduled.

6.7 Compliance - Lisa Brunson provided an update to the Cognia School Accreditation status, including a high merit designation for APA. Lisa reviewed an IAD Complaint Status, the SY2026 Title IX Athletics report, and grant application awards.

6.8 Operations - Tim Evancich reviewed the major projects update, including the D3 auditorium, WV2/3 Auditorium, Salem high school expansion, and the Eagle Mountain campus.

6.9 Technology - Available for board review.

7 Upcoming Board Member Opportunities - 8:02 p.m.

7.1 The board members were invited to sign up to Read at Constitution Day.

8 Agenda Items for Future Meetings - 8:04 p.m.

8.1 The next Board Meeting will be held on September 24, 2026.

9 Closed Session - 8:05 p.m.

9.1 Motion: To adjourn to a closed session in accordance with Utah State Code Title 52 Chapter 4 to discuss the character, professional competence, or physical or mental health of an individual.

9.1.1 Moved: Thomas Hortin

9.1.2 Second: Ruth Kellersberger

9.1.3 Vote:

	T.Y	T.Ho	M.H	R.K
Aye		X	X	X
Nay				
Abstain				

9.2 Motion: To adjourn closed session

9.2.1 Moved: Thomas Hortin

9.2.2 Second: Ruth Kellersberger

9.2.3 Vote:

	T.Y	T.Ho	M.H	R.K
Aye		X	X	X
Nay				
Abstain				

10 Adjournment at 8:15 p.m.