MEETING MINUTES
Karl G. Maeser Preparatory Academy
Public Board Meeting
September 9th, 2026
7:30 pm

OPEN SESSION
Start Time: 7:32 pm
End Time: 8:59 pm

Members Present: Cynthia Shumway, Steve Whitehouse, Sandra Russell, Jo Anna Larsen, Richard Dodge
Members Absent:
Staff Present: Katie Wirig
Public: Eliza Bahr (student), Asher Halverson (student)

Cynthia Shumway called the meeting to order at 7:32 pm

BOARD BUSINESS

- It was determined that there was a quorum present.
- The Pledge was recited.
- **MOTION:** Jo Anna Larsen moved to approve the minutes from August 19th, 2026. Sandra Russell seconded the motion. The motion passed unanimously.
- The next meeting is scheduled for October 21st, 2026.
    - Please note the meeting is different from our regularly scheduled meetings due to Fall Break.

PUBLIC COMMENT:

- No Comment

LEA REPORT-Robyn Ellis

- We have been named the #1 school in Utah.
- Current Enrollment is 777
- Ribbon Cutting will be held Monday @ 7pm
- The fire marshall did our final walk through today.
- Lottery opens on October 1st.
- Great Hearts Conference in February.

DIRECTORS REPORT-Katie Wirig

- The Church fence should have an opening from math to seminary by the end of the week.
    - They are going to add a sidewalk too.
    - Teacher observations have begun.
- Homecoming week is full of wonderful events coming.

DISCUSSION & APPROVAL

- LEA Specific License-Sariah King: Music Appreciation & Art History
    - MOTION: Steve Whitehouse moved to approve the LEA Specific License for Sariah King. Jo Anna Larson seconded the motion. The motion passed unanimously.
- **MOTION**: JoAnna Larsen moved to approve the hiring of Chantel Riley for the front desk position. Steve Whitehouse seconded the motion. The motion passed unanimously.
- 2026-2027 Fee Schedule
    - **MOTION**: Sandra Russell moved to approve the 202-2027 Fee Schedule as amended.
- Stryker Panic Buttons
    - The admin team is putting together a proposal with quotes and dates to implement the panic button system.
- **MOTION**: Steve Whitehouse moved to approve that Robyn move forward with the application process for a Satellite Expansion program. Sandra Russell seconded the motion. The motion passed unanimously.

BUDGET/FINANCE-Steve Whitehouse

- 401k discretionary match 2027
    - **MOTION**: Steve Whitehouse moved to approve the discretionary match as follows: an employee 1% contribution will get a 2% match, a 2% contribution will get a 3% match, a 4% contribution will get a 5% match (an employee may continue to contribute a higher percentage, but the match is capped at 5%). Sandra Larsen seconded the motion. The motion passed unanimously.
    - *Need wording from Steve
- **MOTION**: Steve Whitehouse moved to amend our 401k plan, so that any former employees with a 401k balance of less than $7000 will be required to roll over funds to their own providers. Sandra Russell seconded the motion. The motion passed unanimously.
- **MOTION**:Steve Whitehouse moved to approve the payment of $55,000, as ordered by the court, to the plaintiff if our recent litigation battle. Richard Dodge seconded the motion. The motion passed unanimously.
- Stipend schedule
    - **MOTION**: Jo Anna Larson moved to approve the stipend schedule as discussed. **Steve Whitehouse** seconded the motion. The motion passed unanimously.
- Advancement committee budget
    - **MOTION**: Steve Whitehouse moved to approve $6500 for Homecoming Week, the Ribbon Cutting ceremony, & Boomerang CRM. **SECONDED**?
- Marketing budget: enrollment campaign, November and January, Facebook ads: $25,000

- **MOTION**: Steve Whitehouse moved to approve a marketing budget of $25,000 for the 2026-2027 school year.. Sandra Russell seconded the motion. The motion passed unanimously.

FACILITIES/MAINTENANCE-Richard Dodge

- They are getting everything ready for the ribbon cutting.

SCHOOL POLICIES/LEGISLATIVE

ADVANCEMENT COMMITTEE: Jo Anna Larsen

- Homecoming week is coming up!
- The Ribbon Cutting has a fun and full agenda on the 14th.

CURRICULUM-Cynthia Shumway & Robyn Ellis

- **MOTION**: Steve Whitehouse moved to approve Little Women, My Antonia, Native American additions, the MS Play, Art History, and AP Drawing Proposals as proposed. Jo Anna Larsen seconded the motion. The motion passed unanimously.
  - Little Women
  - SS11 My Antonia
  - 8th Grade US History: Native American additions
  - MS Play proposal
  - Art History
  - AP Drawing Proposal

WINTERIM-Sandra Russell

MOTION: Steve Whitehouse moved to move into closed session for the discussion of litigation and items pertinent to Utah Code Subsection 52-4-205(1)(a), (1)(f), or (2). Sandra Russell seconded the motion. Roll Call Vote. Sandra (aye), Richard (aye), Jo Anna (aye), Steve (aye), Cynthia (aye).

CLOSED SESSION
Start Time: 8:47 pm
End Time: 8:57 pm.

MOTION: Sandra Russell moved to return back into open session. Jo Anna Larsen seconded the motion. The motion passed unanimously.

OPEN SESSION
Start Time: 8:58 pm

MOTION: Steve Whitehouse moved to adjourn.. The motion passed unanimously.

Without objection, the meeting was adjourned.

Note: A copy of related materials and an audio recording of the meeting can be found at:

Recording: https://drive.google.com/drive/u/1/folders/1W7yr2J5HWYSOx8M_qDh0rolqt0rqLrvC
Minutes: https://maeserprep.org/board-meeting-minutes/
Materials: https://drive.google.com/drive/u/1/folders/1Jrl7IeZmpdtjBlEQp6Syt_hXzkZFOcZm