

These Minutes are Pending Board Approval

Mission Statement: "ACADEMICS. LEADERSHIP. COMMUNITY."

George Washington Academy

Thursday, August 22, 2024

7:30 p.m.

Board Meeting Minutes

Location: George Washington Academy
2277 South 3000 East
St. George, Utah
Learning Lab

The meeting will also be available through Zoom. Anyone interested in participating via Zoom conferencing can email Shannon Greer at sgreer@gwacademy.org for call-in information.

The OPMA training was held at 7:00 p.m. prior to the Board Meeting.

The Board meeting convened at 7:30 p.m.

Board Welcome: Shannon Greer, President

Roll Call: Shannon Greer, President

Prayer: TBD

Pledge of Allegiance: Casey Unrein

Board Members Present: Shannon Greer, Blake Clark, Amanda Mortenson, Deborah Odenwalder, Laura Pressley, Austin Reber, Casey Unrein

Board Members Not Present: Laura Snelson, Brady Pearce, Kevin Peterson

Others Present: Spencer Adams, Hannah Gillespie, Christine Giles, Chance Manzanares, Steven Erickson, Debora Kauvaka, Lexie Toia, Josh Serrano, Jenna Ayers, and Shelbi Kelly.

Approval of Minutes:

Amanda made a motion to approve the July 18, 2024 Board Meeting Minutes as outlined in the Board Packet. Deborah seconded the motion. The motion passed unanimously. All present voted in favor: Shannon Greer, Amanda Mortenson, Deborah Odenwalder, Laura Pressley, Austin Reber, and Casey Unrein.

Public Opportunity to Address the Board:

None

Set time for adjournment

Blake set time for adjournment at 8:10.

Teacher Reports: Lexi Toia and Hannah Gillespie, Teacher Representatives

Hannah Gillespie, a kindergarten teacher reported that the kindergarten team really appreciated the fact that the first week of school the kindergarteners were able to get out early. They were able to practice carpool and expectations at carpool. They thought it was crucial to making the transition to carpooling with everyone else. The kindergarteners had their BOY (beginning of year) reading assessment and the kindergarteners are doing very well.

Lexi Toia reported that the fifth graders have taken the diagnostic assessment on IXL to help see where their students are coming in on language arts and math. This will help the team decide where each student will go during the patriot time.

Hannah talked about the success of back to school night with just the parents. Allowing the teachers to give their attention to the parents and talk to them about things like carpool and lunch. Then having the kids come a separate day was a little crazy but it was great. Having the two separate events was a lot of success.

Lexi talked more about back to meet the teachers and the booth that was set up in the 5th grade hall for Give Me Liberty. Last year they announced the event late and didn't have much participation. This year there was a booth set up just for Give Me Liberty and it's been fun to see the students really excited about it and actually outside at recess practicing and memorizing things already. They are all really excited about it.

Hanna talked about math training with Mike Flynn. A useful training stepping away from I do, you do, we do and encouraging kids to have productive struggles. Lexi had her doubts about the framework at the beginning but after going through the training and having support from Jenna it's been like a lightbulb moment and it's been great seeing kids more engaged. They are working together, problem solving, the teacher facilitates the conversation but then they work together to get the answers. This framework has been really great so far.

Administration Report: Blake Clark, Executive Director

Blake Clark, the Executive Director gave the Board Update - overtime hours are zero. Enrollment is 1,012. This is expected to be the total on October 1st. Debbie is giving a few tours the next few weeks. Grade level reading assessment results are - Kindergarten 77% of kids reading at grade level which is 8% higher than last year. First grade is 61% reading at grade level which is 10% lower than last year. It's interesting to see that the first graders at the end of last year were 95% reading at grade level but dropped off a significant amount over the summer. We need to somehow incentivize utilizing the reading software over the summer. Second grade is at 74% reading at grade level, which is 8% higher than last year. In third grade they have 67% reading at grade level which is 14% less than last year. Amanda asked if we track how many kids

are new and how many kids are returning. Blake confirmed they do. Fourth grade is coming in at 78% reading at grade level which is 4% lower than last year. Fifth grade is starting at 83% reading at grade level which is 9% higher than last year. In sixth grade we are at 84% which is 10% lower than last year. Seventh graders don't take this assessment but they take IXL. Blake is questioning why for instance the fifth graders are testing at 83% are reading on level but their RISE assessment last year was in the 50's. some

The teachers have huge 3-ring binders to help them with this new framework for the new way they will be teaching math, reading, and science. Blake, Christine and Jenna met with a company called Classroom Mosaic. It's an app on their phones or computer that is a cheap option to give advanced and unbiased feedback. The teachers are able to get the feedback right away and have liked it, it's not just about saying good job but what they can do better. Casey wanted to know how it's not biased. Blake said, they aligned the format to be mission focused - around academics, community and leadership. It's having the observer look for specific "look for" behaviors. Were certain things observed? Before they looked to see if the kids were engaged. Just because the kid is sitting forward doesn't mean they are engaged. They will continue to use this and collect more data to share in the next meeting. Shannon clarified that the unbiased part comes from everyone having the same questions to answer. Since the feedback can be immediate they are better able to coach and work with the teachers to make sure they are using the framework and supporting. All the team leads will be evaluated using this method.

Casey wanted to know how they were doing with tardies. 99% of students have been on time. It's not very accurate the first 2 weeks, but they will be tracked and reported on next week. Teachers don't take roll until 8:27. Casey would like to add to from the charter goals the exceeding portion of the matrix to the Admin report.

Amanda wanted to know if they track the kids who did pre-school or upstart. Christine confirmed that they do not ask anymore. Hannah said they can tell which kindergartner has had previous schooling. Some teachers have parents fill out a form but not all have that question on it. Amanda said that last year the 1st graders struggled with reading but it looks like they are doing better. Are we continuing with that same format for the current first graders. Last year they made that pivot mid year last year. Blake confirmed that they are using the same format from day one this year.

Shannon took time to thank Mr Clark and everyone for the way they have handled the carpool. The city liaison came and said if there are 10 students who cross the street they will put up crosswalk signs and signs saying there is a school. There were 68 people that crossed the road so signs will be forthcoming. Carpool is getting better everyday.

Shannon paused as the adjournment time was approaching. Amanda made a motion to continue the board meeting. The motion passed unanimously with everyone who was present. (Shannon Greer, Amanda Mortenson, Deborah Odenwalder, Laura Pressley, Austin Reber, Casey Unrein) Amanda proposed a new adjournment time of 8:45.

Financial Report: Spencer Adams we are officially in the new fiscal year. Not a whole lot to look at it only captures July. It's been a busy month, especially for Jessica. Most of the areas

here are in yellow. A couple of line items here that are turning ahead of schedule, these are normal beginning of school things like supplies, technology, furniture. Nothing abnormal. Also not abnormal to see no funds in the federal revenue. Those come at the end of the fiscal year. After one month things are looking good. Ratios are still looking great. Once the October 1 date comes we will see a true up on the allotment. Then we will see what those revenue numbers will look like for the rest of the year. Overall looking good at this point. Casey made a comment - we managed to save more than we expected last year.

Committee Reports (3 min each):

- **Policies Committee** – Nothing to report.
- **Finance Committee** – Nothing to report.
- **Audit Committee** - Nothing to report.
- **Benefits Committee** – Nothing to report.
- **Curriculum Committee** – Nothing to report.
- **Outreach Committee** – Nothing to report.
- **Technology Committee** - Nothing to report.
- **LAND Trust Committee** – Nothing to report.
- **PTO Committee** – Almost double the amount of parents to sign up for Remind. They are hoping to get more involvement. Shannon asked if they were on the Remind app last year did they get automatically signed up for this year. Josh said that they did have an automatic renewal involvement. Blake said that it's been so helpful to have the PTO instagram be unified with everything that's been going on by saying things like "GWA we've got your back". It's been very helpful.
- **Board Development Committee** – Updated after our board retreat and modified.
- **Campus Management Committee** – Nothing to report.

GWA Expansion: Laura Pressley said they already met once and that Blake has worked to get a lot of what needed to be done finished already. The outreach committee will be meeting again on September 4 to go over a final edit to go over everything for a final edit. Shannon said that she would follow up with Kevin about the finance delegation of the expansion. Casey said they have a meeting set up with David Robertson who will be guiding them. Amanda will be the 4th person to be in the meeting. That meeting will be on September 5th. On the 6th they will be meeting with 3 architects. The expectation from this meeting with the architects is that they will come to us with some ideas based on what we have told them we want. It will be a conversation about what they can do for us. Then they will go and talk about it and give us a proposal if we decide to go with them.

Sponsorships: Shelbi said that \$43,600 was raised from sponsors this year. 10 sponsors from last year chose not to donate this year. 2 went up a tier and 2 went down a tier. There were 17 brand new sponsors. Shannon wanted to know where these new sponsors were coming. Several were parents of students, others just wanted their name on our fence. The next step is to maintain a relationship with these sponsors. Shelbi will be sending thank you's and emailing the sponsors to get them ready for the fall festival so they can have a good experience. Banners will be made and hung up by September 1. The PTO instagram will take time to highlight each sponsor individually and intentionally on their instagram. All money raised would go towards the PTO.

In the future she wants to have an opportunity for families to buy a brick for the new school at \$100 donation or something similar. Casey mentioned the unique position this is to not just talk to stakeholders but to the board. He recommended I talk to each board member individually about their position and how they can help with raising funds. Amanda brought up we are coming up on 20 year anniversary, that is something we can use to promote ourselves to businesses. Deborah brought up other flexes we have that can help encourage businesses to support us.

Discussion and/or Action Items:

- Deborah made a motion to approve the additional materials for the SPIRE curriculum in the amount of \$9,511.32 as outlined in the Board Packet. Amanda seconded the motion. Casey appreciated the honesty and humility in the proposal of the fact that it was a misunderstanding. He asked to clarify the misunderstanding. What's the percentage of SPED students? Blake said it was about 7%. The number goes based on parents who want their children tested or teachers can have a student tested. Then the school psychologist comes and they get diagnosed. Christine said that one of the Reps that worked with them from SPIRE was from Canada. He sent them forms to fill out and that he would give them the recommendation. He did that and gave them what he thought they needed. The trainer came this year and said they didn't have everything they should. They felt like they were misled and they are now trying to fix it. The motion passed unanimously. All present voted in favor: Shannon Greer, Amanda Mortenson, Deborah Odenwalder, Laura Pressley, Austin Reber, Casey Unrein.
- Casey made a motion to approve the Go Guardian Yearly Renewal in the amount of \$9,963 as outlined in the Board Packet. Laura Pressley seconded the motion. Casey gave a quick analysis, it's up 4.3% the prior year it went up 7.6% so it's a little high. The Motion passed unanimously. All present voted in favor: Shannon Greer, Amanda Mortenson, Deborah Odenwalder, Laura Pressley, Austin Reber, Casey Unrein.

Board Member Oath of Office Amanda Mortenson, Casey Unrein and Shannon Greer took the Oath of Office and became members of the GWA Board.

Closed Meeting – None

Reconvene — Take all appropriate action in relation to closed session items.

Next Meeting: The next regular Board Meeting will be held on September 26 at 7:30 p.m.

Adjournment: Meeting was adjourned at 8:40.



Financial Summary

as of August 31, 2024

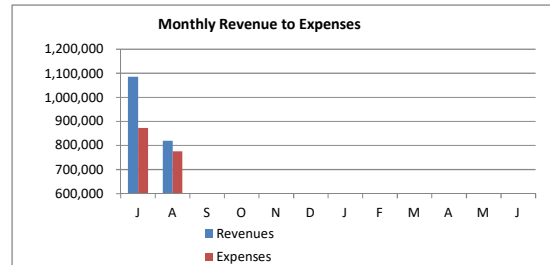
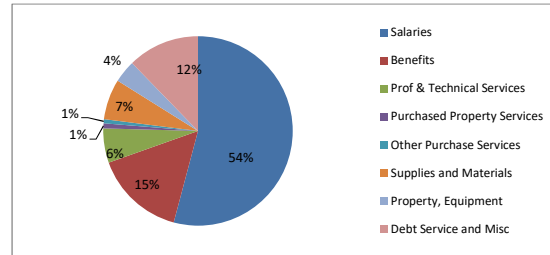
16.7% through the Year

BUDGET REPORT

Green - more than 5% ahead of forecast
 Yellow - within 5% of forecast
 Red - more than 5% behind forecast

	Year-to Date Actuals	Approved Budget	Forecast	% of Forecast
Enrollment		1000	1000	
Revenue				
1000 Local	\$ 89,880	\$ 546,858	\$ 546,858	16%
3000 State	\$ 1,845,430	\$ 10,198,466	\$ 10,252,499	18%
4000 Federal	\$ -	\$ 430,455	\$ 430,455	0%
Total Revenue	\$ 1,935,310	\$ 11,175,779	\$ 11,229,812	17%
Expenses				
100 Salaries	\$ 803,319	\$ 5,876,332	\$ 5,876,332	14%
200 Benefits	\$ 213,292	\$ 1,669,678	\$ 1,672,230	13%
300 Prof & Technical Services	\$ 51,349	\$ 631,679	\$ 631,679	8%
400 Purchased Property Services	\$ 14,863	\$ 92,280	\$ 92,280	16%
500 Other Purchase Services	\$ 14,844	\$ 75,838	\$ 75,838	20%
600 Supplies and Materials	\$ 247,632	\$ 730,928	\$ 753,928	33%
700 Property, Equipment	\$ 96,166	\$ 348,081	\$ 411,914	23%
800 Debt Service and Misc	\$ 215,509	\$ 1,334,712	\$ 1,334,712	16%
Total Expenses	\$ 1,656,974	\$ 10,759,528	\$ 10,848,913	15%
Net Income from Operations	\$ 278,336	\$ 416,251	\$ 380,899	73%
Operating Margin	14.4%	3.7%	3.4%	

EXPENSES

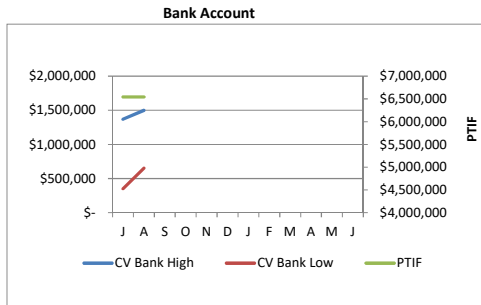


RATIOS

	Actual	Goal	Covenant	Prior Mth Change
Operating Margin	3.39%	5%		-0.1%
Debt Service Coverage	1.30	1.25	1.05	-0.01
Days Cash on Hand	271	130	30	3
Building Payment %	11.8%	< 22%		-0.1%
Unrestricted NI	\$ 257,399	\$250,000		\$ (124)
Maintenance of Effort	\$ -	\$552		\$ -

CASH

Month Ending Cash Balance	\$ 8,040,537	Includes \$6,542,166 PTIF
Days Cash on Hand	271	

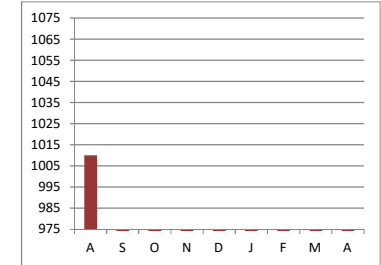


RESERVES

	Actual Ytd	Forecast
Last Year Reserve Balance	\$ 7,135,787	\$ 7,135,787
Reserves Added this Year	\$ 278,336	\$ 257,399
Project 1	\$ -	\$ -
New Reserve Balance	\$ 7,414,123	\$ 7,393,186

ENROLLMENT

	A	S	O	N	D	J	F	M	A
K	139								
1	134								
2	139								
3	134								
4	138								
5	125								
6	106								
7	95								
Total	1010	0	0	0	0	0	0	0	0
	WPU	917.55							



Budget Detail Report

Actuals as of: **August 31, 2024**

Percentage of Year: **16.7%**



	(996 Students)		(1000 Students)		1000			
	FY24 Actuals	Current Yr Actuals	Approved Budget		Changes	Forecast	% of Forecast	% Change From Prior Mth
Revenue								
1000 Revenue From Local Sources								
1510 Interest	\$ 448,400	\$ 77,183	\$ 300,000	\$ -	\$ 300,000	25.7%	101.9%	
1600 Food Services	\$ 219,830	\$ 12,077	\$ 230,000	\$ -	\$ 230,000	5.3%	201183.3%	
1741 Student Activities and Fees	\$ 125	\$ 5	\$ 300	\$ -	\$ 300	1.7%	0.0%	
1741 Textbook and Library Fees	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%	0.0%	
1920 Donations	\$ 14,116	\$ 500	\$ 4,000	\$ -	\$ 4,000	12.5%	0.0%	
1920 Staff Lounge	\$ 2,681	\$ -	\$ 3,000	\$ -	\$ 3,000	0.0%	0.0%	
1920 Dixie Direct Fundraiser	\$ 7,175	\$ -	\$ 8,558	\$ -	\$ 8,558	0.0%	0.0%	
1930 Sales of Assets	\$ 78	\$ -	\$ 1,000	\$ -	\$ 1,000	0.0%	0.0%	
1990 Background Checks	\$ 1,529	\$ -	\$ -	\$ -	\$ -	0.0%	0.0%	
1990 Miscellaneous Income	\$ -	\$ 115	\$ -	\$ -	\$ -	0.0%	4.5%	
Total 1000:	\$ 693,934	\$ 89,880	\$ 546,858	\$ -	\$ 546,858	16.4%	134.4%	
3000 Revenue From State Sources MSP								
30-3005 Regular School Program K	\$ 479,589	\$ 80,933	\$ 390,014	\$ -	\$ 390,014	20.8%	100.0%	
30-3010 Regular School Program 1-12	\$ 3,326,359	\$ 579,923	\$ 3,591,301	\$ -	\$ 3,591,301	16.1%	100.0%	
30-3020 Professional Staff	\$ 239,285	\$ 41,548	\$ 249,288	\$ -	\$ 249,288	16.7%	100.0%	
31-1205 Sped Educ Reg Add-On WPUS	\$ 538,986	\$ 113,173	\$ 678,233	\$ -	\$ 678,233	16.7%	100.0%	
31-1210 Sped Educ Reg Self Contained	\$ 33,883	\$ 10,232	\$ 61,393	\$ -	\$ 61,393	16.7%	100.0%	
31-1220 Sped Educ Extended Year Program	\$ 3,926	\$ 703	\$ 4,217	\$ -	\$ 4,217	16.7%	100.3%	
31-1225 Sped Educ State Programs	\$ 8,355	\$ 1,636	\$ 9,814	\$ -	\$ 9,814	16.7%	100.0%	
31-1278 Sped Educ Stipends Extended Year	\$ 3,024	\$ -	\$ -	\$ -	\$ -	0.0%	0.0%	
31-5201 Class Size Reduction K-8	\$ 392,873	\$ 68,770	\$ 412,617	\$ -	\$ 412,617	16.7%	100.0%	
31-5344 Enhancement for At-Risk Student	\$ 124,890	\$ 26,333	\$ 157,998	\$ -	\$ 157,998	16.7%	100.0%	
31-5901 Career and Tech Ed Dist. Add-On	\$ 6,230	\$ -	\$ 5,965	\$ -	\$ 5,965	0.0%	0.0%	
31-5903 CTE Comprehensive Counseling	\$ 20,000	\$ 3,333	\$ -	\$ -	\$ -	0.0%	100.0%	
32-0500 Charter School Admin.-Costs Base Funding	\$ 114,540	\$ 19,090	\$ 115,000	\$ -	\$ 115,000	16.6%	100.0%	
32-5310 Flexible Allocation	\$ 2,279	\$ 387	\$ 2,323	\$ -	\$ 2,323	16.7%	99.5%	
32-5619 Charter School Local Replacement	\$ 3,111,614	\$ 550,622	\$ 3,317,000	\$ -	\$ 3,317,000	16.6%	100.0%	
32-5651 Educator Professional Time	\$ 89,531	\$ 82,808	\$ -	\$ -	\$ -	0.0%	0.0%	
33-5805 Early Literacy	\$ 42,822	\$ -	\$ -	\$ -	\$ -	0.0%	0.0%	
34-5642 Elementary School Counselor Grant	\$ 50,000	\$ -	\$ -	\$ -	\$ -	0.0%	0.0%	
34-5807 Teacher Salary Supplement Program	\$ 11,311	\$ -	\$ -	\$ -	\$ -	0.0%	0.0%	
34-5868 Teacher Supplies and Materials	\$ 7,610	\$ 18,170	\$ 22,713	\$ -	\$ 22,713	80.0%	0.0%	
34-5876 Educator Salary Adjustment	\$ 564,864	\$ 99,669	\$ 598,011	\$ -	\$ 598,011	16.7%	100.0%	
34-5911 ELL Software	\$ 2,787	\$ -	\$ -	\$ -	\$ -	0.0%	0.0%	
35-5420 School Land Trust Program	\$ 145,119	\$ 148,100	\$ 148,100	\$ -	\$ 148,100	100.0%	0.0%	
35-5655 Digital Teaching & Learning	\$ 58,794	\$ -	\$ -	\$ -	\$ -	0.0%	0.0%	
35-5666 Professional Learning Grant	\$ 8,989	\$ -	\$ -	\$ -	\$ -	0.0%	0.0%	
35-5678 TSSA	\$ 231,049	\$ -	\$ 254,228	\$ -	\$ 254,228	0.0%	0.0%	
35-5679 School Based Mental Health Grant	\$ 55,060	\$ -	\$ 54,918	\$ -	\$ 54,918	0.0%	0.0%	
35-5810 Library Books & Elective Resources	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%	0.0%	
35-5882 Beverly Taylor Sorenson Grant	\$ 47,540	\$ -	\$ 30,333	\$ -	\$ 30,333	0.0%	0.0%	
38-5608 Mental Health Screeners	\$ 42,395	\$ -	\$ -	\$ -	\$ -	0.0%	0.0%	
38-5618 Software Licenses K-3 Reading	\$ 10,246	\$ -	\$ -	\$ -	\$ -	0.0%	0.0%	
38-5654 Period Products in Schools	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%	0.0%	
38-5673 Substance Prevention	\$ 4,000	\$ -	\$ 4,000	\$ -	\$ 4,000	0.0%	0.0%	
38-5674 Elementary Suicide Prevention	\$ 1,000	\$ -	\$ 1,000	\$ -	\$ 1,000	0.0%	0.0%	
38-5697 LETRS Professional Development Grant	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%	0.0%	
38-5914 School Safety Specialist	\$ 3,000	\$ -	\$ -	\$ -	\$ -	0.0%	0.0%	
38-5914 School Safety Grant	\$ 59,438	\$ -	\$ -	\$ 54,033	\$ 54,033	0.0%	0.0%	
38-8070 School Lunch (Liquor Tax)	\$ 164,824	\$ -	\$ 90,000	\$ -	\$ 90,000	0.0%	0.0%	
Total 3000:	\$ 10,006,212	\$ 1,845,430	\$ 10,198,466	\$ 54,033	\$ 10,252,499	18.0%	76.2%	
4000 Revenue From Federal Sources								
45-7522 IDEA Pre-School	\$ 2,503	\$ -	\$ 2,503	\$ -	\$ 2,503	0.0%	0.0%	
45-7524 IDEA Flow-Through	\$ 153,427	\$ -	\$ 153,247	\$ -	\$ 153,247	0.0%	0.0%	
45-8075 Free & Reduced Reimbursement	\$ 131,759	\$ -	\$ 132,555	\$ -	\$ 132,555	0.0%	0.0%	
45-8075 National School Lunch Program	\$ 56,316	\$ -	\$ 57,480	\$ -	\$ 57,480	0.0%	0.0%	
45-8075 School Breakfast Program	\$ 29,548	\$ -	\$ 29,467	\$ -	\$ 29,467	0.0%	0.0%	
45-8079 Local Food for Schools Co-Op	\$ 6,984	\$ -	\$ -	\$ -	\$ -	0.0%	0.0%	
45-8080 Pandemic EBT	\$ 653	\$ -	\$ -	\$ -	\$ -	0.0%	0.0%	
47-7290 CARES UEN WiFi	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%	0.0%	
48-7801 Federal Title I A	\$ 43,465	\$ -	\$ 47,055	\$ -	\$ 47,055	0.0%	0.0%	
48-7860 Federal NCLB Title II A	\$ 11,706	\$ -	\$ 8,148	\$ -	\$ 8,148	0.0%	0.0%	
48-7860 Federal Title IV Repurposed to Title I	\$ 10,000	\$ -	\$ -	\$ -	\$ -	0.0%	0.0%	
Total 4000:	\$ 446,361	\$ -	\$ 430,455	\$ -	\$ 430,455	0.0%	0.0%	
Total Revenue:	\$ 11,146,507	\$ 1,935,310	\$ 11,175,779	\$ 54,033	\$ 11,229,812	17.2%	78.3%	



(996 Students)

(1000 Students)

1000

	FY24 Actuals	Current Yr Actuals	Approved Budget	Changes	Forecast	% of Forecast	% Change From Prior Mth
Expenses							
100 Salaries							
121 Administration	\$ 504,125	\$ 86,838	\$ 520,202	\$ -	\$ 520,202	16.7%	102.6%
131 Teachers	\$ 2,940,993	\$ 515,877	\$ 3,147,493	\$ -	\$ 3,147,493	16.4%	109.8%
131 Special Education Salaries	\$ 295,586	\$ 44,147	\$ 297,081	\$ -	\$ 297,081	14.9%	88.8%
131 Stipends / Merit Pay	\$ 136,787	\$ 4,343	\$ 88,020	\$ (9,000)	\$ 79,020	5.5%	0.0%
131 Summer Professional Development	\$ 7,000	\$ -	\$ 60,000	\$ -	\$ 60,000	0.0%	0.0%
131 Educator Professional Time Stipend	\$ 21,000	\$ -	\$ -	\$ -	\$ -	0.0%	0.0%
131 Mental Health Stipend	\$ 33,334	\$ -	\$ -	\$ -	\$ -	0.0%	0.0%
131 LETRS Training Stipend	\$ 50,000	\$ -	\$ -	\$ -	\$ -	0.0%	0.0%
131 LAND TRUST - Stipends	\$ -	\$ -	\$ -	\$ 9,000	\$ 9,000	0.0%	0.0%
131 Special Education Stipends (After School)	\$ 1,998	\$ -	\$ -	\$ -	\$ -	0.0%	0.0%
132 Substitute Teachers (PTO Stipend)	\$ 24,255	\$ -	\$ 30,000	\$ -	\$ 30,000	0.0%	0.0%
132 SpEd Substitutes	\$ -	\$ -	\$ 5,000	\$ -	\$ 5,000	0.0%	0.0%
142 Counselor	\$ 235,501	\$ 41,663	\$ 257,466	\$ -	\$ 257,466	16.2%	112.3%
143 School Nurse	\$ 6,234	\$ 1,554	\$ 9,921	\$ -	\$ 9,921	15.7%	357.1%
145 Librarian / Literacy Aide	\$ 21,374	\$ 1,275	\$ 22,279	\$ -	\$ 22,279	5.7%	0.0%
152 Secretaries	\$ 137,607	\$ 17,503	\$ 136,399	\$ -	\$ 136,399	12.8%	257.8%
Board Clerk	\$ -	\$ 2,449	\$ -	\$ -	\$ -	0.0%	0.0%
161 Teacher Aides, Reading Specialists & Subs	\$ 456,182	\$ 28,991	\$ 525,347	\$ (3,000)	\$ 522,347	5.6%	3882.3%
161 LAND TRUST - K Aide/Student Support Para	\$ 40,585	\$ 1,266	\$ 34,000	\$ 3,000	\$ 37,000	3.4%	0.0%
161 SpEd Aides & Speech Therapist	\$ 190,806	\$ 16,894	\$ 235,040	\$ -	\$ 235,040	7.2%	605.7%
162 Computer Aides	\$ 22,777	\$ 1,507	\$ 24,576	\$ -	\$ 24,576	6.1%	0.0%
182 Custodial & Maintenance	\$ 113,144	\$ 16,060	\$ 120,493	\$ -	\$ 120,493	13.3%	143.4%
191 Lunch Room Aide	\$ 323,160	\$ 22,952	\$ 363,015	\$ -	\$ 363,015	6.3%	176.1%
Total 100:	\$ 5,562,448	\$ 803,319	\$ 5,876,332	\$ -	\$ 5,876,332	13.7%	126.3%
200 Employee Benefits							
220 Social Security	\$ 368,910	\$ 52,332	\$ 426,210	\$ (399)	\$ 425,811	12.3%	123.6%
220 LAND TRUST - BENEFITS	\$ 3,220	\$ 709	\$ 2,601	\$ 399	\$ 3,000	23.6%	168.6%
220 SpEd Social Security	\$ 34,373	\$ 4,688	\$ 41,090	\$ -	\$ 41,090	11.4%	126.0%
230 Retirement	\$ 253,729	\$ 42,878	\$ 345,373	\$ -	\$ 345,373	12.4%	105.1%
240 Group Insurance	\$ 643,286	\$ 91,476	\$ 725,754	\$ -	\$ 725,754	12.6%	88.5%
240 Mental Health	\$ -	\$ -	\$ 60,000	\$ -	\$ 60,000	0.0%	0.0%
240 Deductible Stipend	\$ 36,882	\$ 697	\$ 35,000	\$ -	\$ 35,000	2.0%	0.0%
270 Worker's Compensation Fund	\$ 17,075	\$ 20,512	\$ 20,412	\$ 2,552	\$ 22,964	89.3%	-20.0%
280 Unemployment Insurance	\$ 12,728	\$ -	\$ 13,238	\$ -	\$ 13,238	0.0%	0.0%
Total 200:	\$ 1,370,203	\$ 213,292	\$ 1,669,678	\$ 2,552	\$ 1,672,230	12.8%	75.5%
300 Purchased Professional & Technical							
320 Special Education Contractors	\$ 134,028	\$ 2,573	\$ 135,000	\$ -	\$ 135,000	1.9%	0.0%
320 Counseling Services - (FY20 LCSW-Mental Health)	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%	0.0%
320 Math Center Contract	\$ -	\$ -	\$ 80,000	\$ -	\$ 80,000	0.0%	0.0%
320 School Resource Officer	\$ -	\$ -	\$ 60,000	\$ -	\$ 60,000	0.0%	0.0%
330 Employee Training & Development	\$ 5,907	\$ 9,005	\$ -	\$ -	\$ -	0.0%	157.3%
330 TSSA - Training & Development	\$ 32,977	\$ -	\$ 30,000	\$ -	\$ 30,000	0.0%	0.0%
330 LAND TRUST - Training & Development	\$ 30,404	\$ -	\$ 24,000	\$ -	\$ 24,000	0.0%	0.0%
330 SpEd Training & Development	\$ 2,970	\$ -	\$ 6,000	\$ -	\$ 6,000	0.0%	0.0%
330 LETRS Professional Learning Grant PD	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%	0.0%
330 SEDC Services	\$ 3,861	\$ -	\$ 3,891	\$ -	\$ 3,891	0.0%	0.0%
340 Audit	\$ 15,912	\$ -	\$ 16,600	\$ -	\$ 16,600	0.0%	0.0%
345 Business Manager Services	\$ 79,908	\$ 13,718	\$ 82,308	\$ -	\$ 82,308	16.7%	100.0%
349 Legal Services	\$ 465	\$ -	\$ 8,000	\$ -	\$ 8,000	0.0%	0.0%
350 Technical Services (IT)	\$ 101,974	\$ 24,875	\$ 147,600	\$ -	\$ 147,600	16.9%	100.0%
580 Admin & Teacher Travel (Meals)	\$ 27,248	\$ 499	\$ 7,000	\$ -	\$ 7,000	7.1%	209.9%
580 TSSA - Travel	\$ 20,763	\$ -	\$ 20,280	\$ -	\$ 20,280	0.0%	0.0%
580 LAND TRUST - Travel	\$ 863	\$ -	\$ 6,000	\$ -	\$ 6,000	0.0%	0.0%
580 SpEd - Travel	\$ 1,511	\$ 679	\$ 1,500	\$ -	\$ 1,500	45.3%	0.0%
580 SpEd Contracted Employee Travel	\$ 3,386	\$ -	\$ 3,500	\$ -	\$ 3,500	0.0%	0.0%
Total 300:	\$ 462,177	\$ 51,349	\$ 631,679	\$ -	\$ 631,679	8.1%	123.7%
400 Purchased Property Services							
411 Water/Sewage	\$ 9,360	\$ 2,375	\$ 12,000	\$ -	\$ 12,000	19.8%	244.7%
411 Water Rights	\$ -	\$ -	\$ 1,000	\$ -	\$ 1,000	0.0%	0.0%
412 Disposal Services	\$ 17,063	\$ 588	\$ 15,480	\$ -	\$ 15,480	3.8%	0.0%
420 Cleaning Services	\$ 5,880	\$ 2,830	\$ 5,800	\$ -	\$ 5,800	48.8%	32.9%
431 Lawn Care Services	\$ 12,430	\$ 2,315	\$ 12,000	\$ -	\$ 12,000	19.3%	60.8%
431 Non-Technology Repairs & Maintenance	\$ 31,638	\$ 6,755	\$ 33,000	\$ -	\$ 33,000	20.5%	1033.4%
432 Copy Machine Servicing	\$ 7,071	\$ -	\$ 13,000	\$ -	\$ 13,000	0.0%	0.0%
Total 400:	\$ 83,442	\$ 14,863	\$ 92,280	\$ -	\$ 92,280	16.1%	173.1%
500 Other Purchased Services							
518 Field Trips / Bus Rental	\$ 2,734	\$ -	\$ 3,000	\$ -	\$ 3,000	0.0%	0.0%
522 Property & Liability Insurance	\$ 47,784	\$ 12,967	\$ 52,838	\$ -	\$ 52,838	24.5%	200.0%
530 Telephone	\$ 10,856	\$ 198	\$ 11,000	\$ -	\$ 11,000	1.8%	100.0%
540 Marketing	\$ 6,242	\$ 1,679	\$ 9,000	\$ -	\$ 9,000	18.7%	6.5%
Total 500:	\$ 67,616	\$ 14,844	\$ 75,838	\$ -	\$ 75,838	19.6%	147.5%



	(996 Students) FY24 Actuals	Current Yr Actuals	(1000 Students) Approved Budget	1000 Changes	Forecast	% of Forecast	% Change From Prior Mth
600 Supplies and Materials							
610a Classroom Supplies	\$ 52,113	\$ 33,653	\$ 44,680	\$ 9,000	\$ 53,680	62.7%	67.9%
610a TSSA - Supplies	\$ 7,610	\$ -	\$ 18,320	\$ -	\$ 18,320	0.0%	0.0%
610a LAND TRUST	\$ -	\$ -	\$ 12,000	\$ (9,000)	\$ 3,000	0.0%	0.0%
610b Special Ed Supplies	\$ 9,522	\$ 1,773	\$ 10,000	\$ -	\$ 10,000	17.7%	150.8%
610 Elective Supplies	\$ -	\$ -	\$ 6,000	\$ -	\$ 6,000	0.0%	0.0%
610c Theatre Supplies	\$ 4,241	\$ 899	\$ 7,000	\$ -	\$ 7,000	12.8%	0.0%
610d CCA Expenses	\$ 4,456	\$ 3,100	\$ 5,179	\$ -	\$ 5,179	59.9%	0.0%
610e Student Activity Supplies / Incentives	\$ 11,739	\$ 1,268	\$ 14,000	\$ -	\$ 14,000	9.1%	104.2%
610f Board Expenses/meals	\$ 3,666	\$ 1,178	\$ 10,000	\$ -	\$ 10,000	11.8%	148.0%
610g Office Supplies/General	\$ 34,581	\$ 13,174	\$ 35,000	\$ -	\$ 35,000	37.6%	142.6%
610h Safety Supplies	\$ 1,602	\$ 743	\$ 4,000	\$ -	\$ 4,000	18.6%	0.0%
School Safety Grant	\$ 3,245	\$ -	\$ -	\$ -	\$ -	0.0%	0.0%
610i GWA Gives Back	\$ -	\$ -	\$ 1,300	\$ -	\$ 1,300	0.0%	0.0%
610j First Aid Supplies	\$ 388	\$ 61	\$ 1,000	\$ -	\$ 1,000	6.1%	0.0%
610k Director Discretionary Fund	\$ 8,734	\$ 3,449	\$ 10,000	\$ -	\$ 10,000	34.5%	78.4%
610m Staff Lounge	\$ 5,033	\$ 4,202	\$ 6,000	\$ -	\$ 6,000	70.0%	403.8%
610n Swag Store	\$ -	\$ 240	\$ -	\$ -	\$ -	0.0%	0.0%
610o Christmas Party	\$ 4,975	\$ -	\$ 5,000	\$ -	\$ 5,000	0.0%	0.0%
610p Health and Wellness	\$ 1,685	\$ 92	\$ 3,000	\$ -	\$ 3,000	3.1%	0.0%
610q Non Food Lunch Supplies	\$ 23,851	\$ 5,313	\$ -	\$ 20,000	\$ 20,000	26.6%	824.0%
621 Natural Gas	\$ 12,039	\$ 255	\$ 14,000	\$ -	\$ 14,000	1.8%	66.7%
622 Electricity	\$ 43,346	\$ 9,432	\$ 43,000	\$ -	\$ 43,000	21.9%	110.2%
630 School Lunch Prgm	\$ 248,244	\$ 24,216	\$ 230,000	\$ (20,000)	\$ 210,000	11.5%	0.0%
641 Textbooks/Curriculum	\$ 47,705	\$ 120,409	\$ 79,794	\$ -	\$ 79,794	150.9%	5.7%
641 TSSA - Curriculum	\$ 39,200	\$ -	\$ 39,200	\$ -	\$ 39,200	0.0%	0.0%
641 UCCRSC	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%	0.0%
641 Digital Teaching & Learning Curriculum	\$ 47,152	\$ -	\$ 14,000	\$ -	\$ 14,000	0.0%	0.0%
641 SpEd - Textbooks/Curriculum	\$ 922	\$ -	\$ 29,855	\$ 15,000	\$ 44,855	0.0%	0.0%
644 Library Books	\$ 4,324	\$ 841	\$ 4,000	\$ -	\$ 4,000	21.0%	215.0%
650 Tech Related Supplies	\$ 46,519	\$ 1,348	\$ -	\$ 2,700	\$ 2,700	49.9%	302.4%
670 Educational Software	\$ 19,000	\$ 14,123	\$ 15,700	\$ -	\$ 15,700	90.0%	239.5%
670 TSSA - Educational Software	\$ -	\$ -	\$ 10,800	\$ -	\$ 10,800	0.0%	0.0%
670 LAND TRUST - Educational Software	\$ 9,551	\$ -	\$ 14,700	\$ 5,300	\$ 20,000	0.0%	0.0%
670 SpEd - Educational Software	\$ -	\$ -	\$ 3,400	\$ -	\$ 3,400	0.0%	0.0%
680 Maintenance Supplies & Material	\$ 37,421	\$ 7,863	\$ 40,000	\$ -	\$ 40,000	19.7%	59.0%
Total 600:	\$ 732,864	\$ 247,632	\$ 730,928	\$ 23,000	\$ 753,928	32.8%	55.9%
700 Property							
710 Land and Site Improvements & Building	\$ 99,353	\$ 15,911	\$ 25,000	\$ 18,000	\$ 43,000	37.0%	52.9%
710 School Safety Grant	\$ -	\$ -	\$ -	\$ 50,000	\$ 50,000	0.0%	0.0%
733 Furniture and Fixtures	\$ 18,311	\$ 7,437	\$ 20,000	\$ -	\$ 20,000	37.2%	3.5%
733 SpEd - Furniture and Fixtures	\$ 1,533	\$ 1,080	\$ 1,296	\$ -	\$ 1,296	83.3%	0.0%
734 Technology Hardware	\$ 54,929	\$ -	\$ 2,700	\$ (2,700)	\$ -	0.0%	0.0%
734 LAND TRUST - Hardware	\$ 18,607	\$ -	\$ 55,000	\$ -	\$ 55,000	0.0%	0.0%
734 SpEd - Tech Hardware	\$ 3,108	\$ -	\$ 345	\$ -	\$ 345	0.0%	0.0%
734 ESSER III - Tech Hardware	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%	0.0%
734 Digital Teaching & Learning Hardware	\$ -	\$ -	\$ 15,000	\$ -	\$ 15,000	0.0%	0.0%
734 School Safety Grant	\$ 24,962	\$ 4,033	\$ -	\$ 4,033	\$ 4,033	100.0%	0.0%
736 Technology Software	\$ 2,020	\$ 42,875	\$ -	\$ -	\$ -	0.0%	19.1%
736 TSSA - Software	\$ 38,782	\$ -	\$ 48,000	\$ -	\$ 48,000	0.0%	0.0%
736 LAND TRUST - Software	\$ 10,773	\$ -	\$ 5,500	\$ (5,500)	\$ -	0.0%	0.0%
736 SpEd - Software	\$ 2,771	\$ 1,680	\$ 1,800	\$ -	\$ 1,800	93.3%	0.0%
736 School Safety Grant	\$ 23,100	\$ -	\$ -	\$ -	\$ -	0.0%	0.0%
739 Kitchen Equipment	\$ 643	\$ -	\$ 23,440	\$ -	\$ 23,440	0.0%	0.0%
790 Cap Ex Fund	\$ 227,009	\$ 23,150	\$ 150,000	\$ -	\$ 150,000	15.4%	0.0%
Total 700:	\$ 525,901	\$ 96,166	\$ 348,081	\$ 63,833	\$ 411,914	23.3%	70.7%
800 Debt Service & Miscellaneous							
810 Dues and Fees	\$ 15,132	\$ 1,424	\$ 19,000	\$ -	\$ 19,000	7.5%	129.7%
830 Bond Restricted Assets (Interest)	\$ 469,512	\$ 78,252	\$ 436,912	\$ -	\$ 436,912	17.9%	100.0%
840 Bond Restricted Assets (Principal)	\$ 815,000	\$ 135,833	\$ 845,000	\$ -	\$ 845,000	16.1%	100.0%
833 Bond Fees	\$ 51,670	\$ -	\$ 33,800	\$ -	\$ 33,800	0.0%	0.0%
890 Miscellaneous	\$ 618	\$ -	\$ -	\$ -	\$ -	0.0%	0.0%
Total 800:	\$ 1,351,932	\$ 215,509	\$ 1,334,712	\$ -	\$ 1,334,712	16.1%	100.2%
Total Expenses:	\$ 10,156,583	\$ 1,656,974	\$ 10,759,528	\$ 89,385	\$ 10,848,913	15.3%	98.7%
Net Income:	\$ 989,924	\$ 278,336	\$ 416,251	\$ (35,352)	\$ 380,899	73.1%	
Goal for Unrestricted Net Income:				\$ 250,000		Restricted Forecasted Spend Down	
Unrestricted Net Income:				\$ 257,399		Food Service	\$ (104,724)
Restricted Net Income:				\$ 123,500		SpEd	\$ 123,500
Cap Ex Fund:		At year end:	\$ 176,393	Use: \$0	At year end:	\$ 303,243	
(Unrestricted over \$350,000) Special Project Fund:		Beg of Year	\$ 185,261		At year end:	\$ 185,261	
Fund Reserve:			\$ 7,413,538		\$ 7,393,186		

GEORGE WASHINGTON ACADEMY

Balance Sheet

As of August 31, 2024

	<u>Aug 31, 24</u>
9545.0 · HSA	<u>150.00</u>
Total 9545 · Payroll Liabilities	<u>150.00</u>
Total 9540 · Accrued Salaries & Withholdings	16,284.00
9540a · Payroll & Benefit YE Accrual	352,543.09
9560 · Deferred Revenue	
9561 · Local	38,891.22
9563 · State	<u>315,684.26</u>
Total 9560 · Deferred Revenue	<u>354,575.48</u>
Total Other Current Liabilities	<u>938,034.85</u>
Total Current Liabilities	<u>961,841.44</u>
Total Liabilities	961,841.44
Equity	
30000 · Opening Balance Equity	193.93
9820 · Net Assets - Restricted	258,135.04
9830 · Retained Earnings	8,292,400.18
9850 · Unreserved Fund Balances	7,398.97
9859 · Undesignated Fund Balance	422,122.16
Net Income	<u>280,786.58</u>
Total Equity	<u>9,261,036.86</u>
TOTAL LIABILITIES & EQUITY	<u><u>10,222,878.30</u></u>



PROPOSAL FOR BOARD ACTION

Proposal Title: UAPCS Membership Dues

Submitted by: B.Clark

Originating Committee: NA

Please briefly describe: (1) the situation giving rise to the proposal, (2) the background behind the proposal, (3) your assessment of the situation/background, and (4) your recommendation to the Board.

Situation:

We have received the invoice from UAPCS for our annual dues. This amount makes up projected enrollment for 2024-2025

Background Information, including a list of reviewing committees:

Assessment:

Recommendation:

We continue to utilize the resources and trainings provided by UAPCS and feel like this has been great for our faculty and staff.

Please submit this form with all accompanying paperwork to the Board Secretary, Deborah Odenwalder, at dodenwalder@gwacademy.org by the 15th day of the month of the Board meeting.



Submitted By: Blake Clark

Date: 8/20/24 Vendor: _____

Website/Contact Info: UAPCS

BILL/SHIP TO: George Washington Academy
2277 S. 3000 E.
St. George, UT 84790

This is a/an (Circle One):

Purchase Order/Invoice P.O. # 2024-907

School Credit Card Purchase

School Credit Card (Admin)

Authorization for Travel

Dates of Travel: _____

Reimbursement Request
(Fill Out Below & Attach all Receipts)

Teacher Supply Account Purchase? Y N

QTY	ITEM #	DESCRIPTION (include dates as applicable)	UNIT PRICE	LINE TOTAL
		24-25 school year membership dues		
996			8. ⁰⁰	7,968. ⁰⁰

Budget Category: (Administration Only)

300 Professional & Technical Budget Detail: _____

400 Purchased Property Services Budget Detail: _____

500 Other Purchased Services Budget Detail: _____

600 Supplies & Materials Budget Detail: _____

700 Property Budget Detail: _____

Principal Discretionary Land Trust
Curriculum CCA

Student Incentives

Special Education

Other: 810 Dues & fees

Notes: _____

Procurement:
If the item is over \$100 and/service is over \$1,000, you are required to request 3 bids.

Please attach all bids to this requisition and a brief explanation of why you chose the vendor.

Subtotal	
Shipping	
Sales Tax	
TOTAL	<u>7,968.⁰⁰</u>

Blake Clark 8/21/24

Executive Director's Approval Date
(For purchases up to \$2,000)

Approving Board Member Date
(For purchases between \$2,001 - \$5,000)

Board Chair or Date
Board Member on Finance Committee
For purchases over \$5,000
*Purchases over \$5,000 MUST be approved in a board meeting

INVOICE



Utah Association of Public Charter
Schools

PO Box 576, American Fork, UT 84003,
UNITED STATES

info@utahcharters.org; Website:
www.utahcharters.org

Invoice No#: Membership-GEORGE24/25

Invoice Date: Jul 31, 2024

Due Date: Jul 31, 2024

\$7,968.00
AMOUNT DUE

BILL TO

George Washington Academy
Blake Clark
2277 South 3000 East, St. George, UT
84790, UNITED STATES
bclark@gwacademy.org

#	ITEMS & DESCRIPTION	QTY/HRS	PRICE AMOUNT(\$)	
1	2024-2025 Membership Dues per student Invoice reflects 100% of total membership dues amount based on projected enrollment and is due September 30, 2024. You will receive a second invoice in October for the final membership dues amount which will reflect your actual enrollment and payments received. These membership dues cover a period from July 1, 2024 to June 30, 2025.	996	\$8.00	\$7,968.00
			Subtotal	\$7,968.00
			TOTAL	\$7,968.00 USD



PROPOSAL FOR BOARD ACTION

Proposal Title: 340: Student Fee Policy

Submitted by: Debbie Kauvaka

Originating Committee: Policies Committee

Please briefly describe: (1) the situation giving rise to the proposal, (2) the background behind the proposal, (3) your assessment of the situation/background, and (4) your recommendation to the Board.

Situation:

Each year all of our policies regarding school fees, fee waivers, fundraising, and donations must be reviewed by the board in a board meeting. As a Policies Committee we met and reviewed Policies 340, 345, 720, and 725. We found that Policy 340 - Student Fee policy needed some updates before moving to the board for review.

Background Information, including a list of reviewing committees:

Assessment:

We made some updates since we currently do not charge fees. We changed the wording so that we can continue to not charge fees as we do right now but also charge fees when needed in the future. We also removed the examples of waiver eligibility since it is in another policy (345) and didn't want to have to change this policy if changes are made to the other policy and vice versa in the future.

Recommendation:

Review the attached red-lined updates and approve the amended policy.

Please submit this form with all accompanying paperwork to the Board Clerk, Shelbi Kelly, at skelly@gwacademy.org by the 15th day of the month of the Board meeting.

340 – Student Fee Policy



To allow George Washington Academy (GWA) to continue providing a first class education and an array of additional learning opportunities to our students, ~~If fees are charged a fee schedule will be instituted for 6th and 7th grade students, a fee schedule has been instituted for middle school students.~~ These fees will help offset some costs, and maintain availability of programs. While we always try to keep fees reasonable and fully within reach of our GWA families, waivers are available where applicable.

Application of Fees

By Utah statute, fees may never be charged for grades K-5. Fees for older grades may be assessed for school materials, supplies, activities and programs. Fees at ~~GWA George Washington Academy will~~ may apply to grades 6-78. ~~In the event fees are charged, they will be reference as a Fee Schedule located on the GWA website. For a complete list of fees, please see GWA's Middle School Fees Schedule.~~

Fee Requirements

Fees will be due annually on a date determined by Administration. Payment of fees by this date guarantees a spot for the student in the next year's class. If fees are not paid in full by the date due, the student will not be guaranteed a spot in the next year's class. Late payment will only be accepted if the grade level classrooms are not already filled to capacity. Families facing hardship may apply for a waiver of student fees, according to the guidelines in the policy.

Waivers

It is the position of GWA that no student should be denied the opportunity to participate in a school activity because of an inability to pay a fee.

~~Fee waivers are subject to provisions of GWA's Policy 345 – School Fee Waiver Policy.~~

~~Fees may be waived for students who are in state custody or foster, receiving public assistance in the form of Aid to Families with Dependent Children or SSI, or who are eligible for free school lunch.~~

~~Families requesting waivers who do not meet the above criteria must apply for a hardship waiver from GWA Administration.~~

~~Determination of qualification for a waiver of fees will be made on a case-by-case basis.~~

~~Those applying for hardship waivers must provide documentation and certification of eligibility, including tax returns or current pay stubs.~~

~~If a waiver request is denied, the family may petition the Board for a secondary hearing.~~

Payments

All Student Fees are to be paid directly to the GWA office in the form of cash, check or through the school website if offered. Teachers are not allowed to accept Student Fee payments.

Refunds

345 – School Fee Waiver Policy (cont.)

All fees are considered non-refundable. Therefore, students who withdraw from school at any time after a fee is paid will forfeit the fee to the school.



PROPOSAL FOR BOARD ACTION

Proposal Title: Review all Policies regarding school fees, fee waivers, fundraising, and donations

Submitted by: Debbie Kauvaka

Originating Committee: Policies Committee

Please briefly describe: (1) the situation giving rise to the proposal, (2) the background behind the proposal, (3) your assessment of the situation/background, and (4) your recommendation to the Board.

Situation:

According to Board Rule R277-407-15(3) "An LEA governing board shall annually review the LEA's policies on school fees, fee waivers, fundraising, and donations." This proposal is to review those policies in a board meeting. As a Policies Committee we met and reviewed Policies 340, 345, 720, and 725. We made amendments to Policy 340 - Student Fee policy which needed some updates before moving to the board for review. You will have seen this as a separate proposal. The other policies 345, 720, and 725 only had minor changes such as removing codes and spelling out acronyms.

Background Information, including a list of reviewing committees:

The policies that need to be reviewed are:
Policy 340 - Student Fee Policy
Policy 345 - School Fee Waiver Policy
Policy 720 - Donations, Gifts & Sponsorship Policy
Policy 725 - Fundraising Policy

Assessment:

After policy 340 is approved in this board meeting the other policies will just need to be reviewed.

Recommendation:

Review the attached policies in order to comply with Board Rule of reviewing our policies on school fees, fee waivers, fundraising, and donations.

Please submit this form with all accompanying paperwork to the Board Clerk, Shelbi Kelly, at skelly@gwacademy.org by the 15th day of the month of the Board meeting.

340 – Student Fee Policy



To allow George Washington Academy (GWA) to continue providing a first class education and an array of additional learning opportunities to our students. If fees are charged a fee schedule will be instituted for 6th and 7th grade students. These fees will help offset some costs, and maintain availability of programs. While we always try to keep fees reasonable and fully within reach of our GWA families, waivers are available where applicable.

Application of Fees

By Utah statute, fees may never be charged for grades K-5. Fees for older grades may be assessed for school materials, supplies, activities and programs. Fees at GWA may apply to grades 6-7. In the event fees are charged, they will be reference as a Fee Schedule located on the GWA website.

Fee Requirements

Fees will be due annually on a date determined by Administration. Payment of fees by this date guarantees a spot for the student in the next year's class. If fees are not paid in full by the date due, the student will not be guaranteed a spot in the next year's class. Late payment will only be accepted if the grade level classrooms are not already filled to capacity. Families facing hardship may apply for a waiver of student fees, according to the guidelines in the policy.

Waivers

It is the position of GWA that no student should be denied the opportunity to participate in a school activity because of an inability to pay a fee.

Fee waivers are subject to provisions of GWA's Policy 345 – School Fee Waiver Policy.

Payments

All Student Fees are to be paid directly to the GWA office in the form of cash, check or through the school website if offered. Teachers are not allowed to accept Student Fee payments.

Refunds

All fees are considered non-refundable. Therefore, students who withdraw from school at any time after a fee is paid will forfeit the fee to the school.

1. PURPOSE AND PHILOSOPHY

The purpose of this policy is to establish the George Washington Academy (GWA) policy and procedure governing the review, verification, and approval or denial of fee waivers. Recognizing the importance and sensitivity of fee waivers, GWA will ensure that fee waivers are administered fairly, consistently, and confidentially at all schools. For those determined to be ineligible for fee waivers, but who still need assistance with their fees, alternatives to fee waivers will be provided.

2. DEFINITIONS

"Fee" means something of monetary value requested or required by GWA as a condition to a student's participation in an activity, class, or program provided, sponsored, or supported by a school.

"Waiver" or "Fee Waiver" means a release from the requirement or payment of a fee and from any provision in lieu of a fee payment.

3. GENERAL POLICY STATEMENTS

- All school fees are subject to waiver. Non-waivable charges are specifically identified in Utah Code and administrative rule such as concurrent enrollment courses, AP exam fees, school breakfasts or lunches, and fines for damages.
- All fee waiver requests must be handled confidentially and without placing undue burden on the student or their family.
- Students and parents' registration materials will include a copy of the fee waiver policy, and each school's website will post the policy in an easily accessible location. Information about alternatives to fee waivers will be included with the fee waiver policy.
- All fee waiver requests will be documented for general reporting purposes, whether the waiver request is granted or not.
- Anytime a fee waiver request is denied, the student or family has the right to appeal the decision and will be informed in writing of both the right to appeal and the process to do so.

4. FEE WAIVER ELIGIBILITY

A student is eligible for a fee waiver and will be granted a fee waiver if GWA receives verification that a student meets **one** of the following standards:

- The student's family income qualifies under the levels set by the State Superintendent. These levels are set to equate to the income levels for the federal free lunch program.
 - To verify eligibility under this standard, family income verification may be requested as income statements or pay stubs. All income received by the household is counted. This

345 – School Fee Waiver Policy (cont.)

includes salary, public assistance benefits, social security payments, pensions, unemployment compensation, divorce decree child support payments and the like. The qualifying income levels for any given year can be found at schools.utah.gov/schoolfees.

- The student receives Supplemental Security Income (SSI).
 - To verify that a student receives SSI, the family will provide benefit verification documents from the Social Security Administration.

- The student’s family receives Temporary Assistance for Needy Families (TANF).
 - To verify that a student’s family receives TANF, the family will provide an electronic screenshot of the Family Employment Program My Case screen, verifying coverage for the date in which a fee waiver is sought.
 - GWA may use free lunch eligibility IF parental consent is given to share this information between programs. A disclosure request form should be included with the free lunch application. This disclosure informs the parents of the following: 1) they are not required to consent to the disclosure; 2) the information will be used to facilitate the enrollment of eligible children for fee waivers; and 3) the decision to disclose or not disclose will not affect their children’s eligibility for free and reduced- price meals or free milk.
 - GWA must inform the adult household member who signed the application if GWA plans to disclose or use eligibility information outside the originating program. This may be done by issuing a general notification of potential disclosure or through a specific notification to disclose information to a program [7 CFR 245.6(h)(2)(i)].

- The student is in foster care or in state custody.
 - To verify that a student is in foster care or state custody, the individual will provide the youth in care intake form or school enrollment letter provided by a case worker from the Utah Division of Child and Family Services or the Utah Juvenile Justice Department.

If a student does not qualify under the above standards, the student may still otherwise qualify for a fee waiver. A waiver will be provided on a case by case basis to any student if charging the fee would deny the student the opportunity to fully participate or complete a requirement because of an inability to pay the fee.

To verify that a student qualifies for a fee waiver under financial circumstances not described in these other standards, verification may be collected as appropriate for the situation. An opportunity will be provided for those requesting fee waivers under this standard to meet privately with a Fee Waiver Administrator to discuss their situation and their potential eligibility for fee waivers.

5. FEE WAIVER APPROVAL PROCESS

After reviewing the documentation provided by the student and the student’s family, the Fee Waiver Administrator will approve or deny the fee waiver request. This process will be administered fairly and objectively and will take no longer than five school days.

When verifying eligibility of students, a Fee Waiver Administrator shall ensure that all FERPA confidentiality requirements are met. Furthermore, no documents used for verification or copies of the documents will be kept or maintained by the Fee Waiver Administrator. The Fee Waiver Administrator will only keep the following information as a log or record:

- That the student’s eligibility was verified,
- The name and position of the person that verified the student’s eligibility,
- The date it was verified, and
- The documentation used to verify the eligibility.

Regardless of whether the fee waiver request is granted, the following process will be followed:

- The requirement for the student to pay fees is suspended while the Fee Waiver Administrator is considering the fee waiver request.
- The request for a fee waiver will be documented. This documentation will include the school year of the fee waiver request, the amount that was requested to be waived, and the fees that were requested to be waived. This documentation will be used for compliance with reporting requirements by the Utah State Board of Education and will also be used for future fees considerations.
- The student and the student’s family will be informed in writing of the Fee Waiver Administrators decision regarding the student’s request.
- The Fee Waiver Administrator may request supporting documentation from the student’s parent or legal guardian. If documentation is requested, it will be the documentation in the “Verifying Eligibility” section of this policy.

The next step depends on whether the request was granted.

- Fee Waiver Request Approved:
 - The waived fees count, and amounts will be documented for program accounting and reporting purposes.
- Fee Waiver Request Denied:
 - Those students and families who are not deemed eligible, either through a lack of supporting documentation or through circumstances deemed to not justify a fee waiver, will be informed in writing of the reasons their request is denied.
 - The students and their families will be informed of their right to appeal and will be given a copy of the appeal process contained within this policy. This policy and process will be explained to the student and their family.
 - The fee waiver denial will be documented for reporting purposes.

6. APPEAL PROCESS

A student or the student’s parents may appeal the decision to deny a fee waiver request. To appeal the decision the student or the student’s parents will need to fill out the appeal form included with the denial or found on the

345 – School Fee Waiver Policy (cont.)

GWA’s website and submit it. The appeal should be submitted to the Executive Director. The Executive Director will respond to the appeal within 10 school days of receiving the appeal.

While the appeal is being processed and considered, any requirement that the student pay a fee will remain suspended. The appeals process will be conducted confidentially, and in a way that avoids stigma, embarrassment, or undue burden for the student and the student’s family.

7. PRORATING FEES

Current rule states that if circumstances change for a student or their family so that fee waiver eligibility no longer exists, GWA may charge a proportional share of the fee or a reduced fee. GWA will follow specific methodologies for prorating fees.

GWA may require families on fee waivers to regularly re-qualify or re-certify their eligibility. Current Department of Workforce Services (DWS) practices have many of the benefits and assistance programs qualifying on a monthly basis; therefore, GWA re-qualification requirements should be no more frequent than once per month. Keep in mind that just as GWA is not required to refund schools fees paid, neither is a parent required to pay prorated fee amounts for past events, courses or activities.

Additionally, R277-407-9(6)(a) requires the waiver process to be fair, objective, and to avoid stigma and unreasonable burden. The re-qualification process falls under the same requirements.

8. FEE WAIVER REPORTING

GWA shall report the following to the Executive Director annually:

- A statistical report consisting of the following:
 - Total # of Students (Enrollment as of October 1st)
 - Total # of Students Given Fee Waivers
 - Total \$ Amount of Fees Waived
 - Total # of Students that Worked in Lieu of Fee Waivers
 - Total \$ Amount of Fees
 - Total \$ Amount of Fees from Curricular Activities Paid to Schools
 - Total \$ Amount of Fees from Co-Curricular Activities Paid to Schools
 - Total \$ Amount of Fees from Extra Curricular Activities Paid to Schools
- A copy of GWA’s fee and fee waiver policies;
- A copy of GWA’s student fee schedule;
- A copy of the fee waiver notice provided by GWA to a student’s parent or guardian; and
- A copy of the fee waiver compliance form for GWA.

REFERENCE

- R277-407

PURPOSE

The purpose of this policy is to establish George Washington Academy (GWA) policy and procedure governing the acceptance, valuation, and recognition of all types of donations, gifts, and sponsorships for GWA. This policy is intended to create practices that adequately safeguard public funds, provide for accountability, and ensure compliance with all state and federal laws.

GWA encourages and supports community and business partnerships that enhance and supplement the public education system. GWA is committed to work effectively with donors and sponsors to provide donation receipts, as required by law, and to facilitate the donor's charitable intent to the extent that the intent of the donation is in harmony with Local Education Agency (LEA) goals and the law, and is appropriately approved.

GWA is ultimately responsible for the accounting, custody, expenditure, and allocation of all monies, including those that are obtained through donations, gifts, and sponsorships. GWA is accountable for and must comply with all federal and state laws and rules, regardless of the source of funds.

The board also desires to protect students, parents, teachers, and school administrators from over-commercialization and restrictions or requirements that are coercive, distracting, or disruptive to the education processes, threatening to the health and welfare of students, or lacking in educational merit. GWA reserves the right to decline, restrict, or redirect donations, gifts, and sponsorships at GWA.

SCOPE

This policy applies to all LEA administrators, licensed educators, staff members, students, organizations, volunteers, and individuals who receive, authorize, accept, value, or record donations, gifts, or sponsorships for GWA. It is expected that in all dealings, LEA and school employees will act ethically, consistent with GWA's ethics training, the Utah Educators' Standards (R277-515), the Public Officers' and Employees' Ethics Act, and State procurement law.

GENERAL POLICY STATEMENTS FOR GWA

1. "Public funds" are defined as money, funds, and accounts, regardless of the source from which the funds are derived, that are owned, held, or administered by the state or any of its political subdivisions, including GWA. All monies received through donations, gifts, or sponsorships are considered public funds.
2. All funds, property, or goods donated become public funds and the property of GWA, and should be used for the purpose for which they were donated and in accordance with State and GWA policies.
3. GWA recognizes that fundraising efforts, donations, gifts, sponsorships, and public support vary among schools. GWA is committed to appropriate distribution of unrestricted funds and the management of donations and gifts to ensure that the educational opportunities for all students are equal and fair.

720 – Donations, Gifts, & Sponsorships Policy (cont.)

4. GWA is committed to principles of gender equity and compliance with Title IX guidance. GWA commits to use all facilities, unrestricted donations and gifts, and other available funds in harmony with these principles. GWA reserves the right to decline or restrict donations, gifts, and fundraising proceeds, including those that might result in gender inequity or a violation of Title IX. The benefits derived from donations and gifts should be equitable for all students, comply with Title IX, and be in harmony with Article X of the Utah Constitution.
5. Donors may donate directly to GWA’s foundation, if applicable, for tax purposes. The donation or gift shall follow the foundation’s policies and procedures.
6. GWA will comply with all applicable state and federal laws; the State procurement code; State Board of Education rules, including construction and improvements; IRS Publication 526 “Charitable Contributions”; and other applicable IRS regulations.
7. The collection of funds or assets associated with donations, gifts, or sponsorships will comply with GWA cash receipting policies. The expenditure of any public funds associated with donations, gifts, or sponsorships will comply with GWA cash disbursement policies.
8. Donations, whether in-kind, cash, or otherwise, shall be complete transfers of ownership, rights, privileges, and/or title in or to the donated goods or services and become exclusive property of GWA upon delivery.
9. GWA employees may not direct operating expenditures to outside funding sources to avoid GWA procurement rules (operating expenditures include equipment, uniforms, salaries or stipends, improvements or maintenance for facilities, etc.).
10. GWA employees must comply with GWA procurement policies and procedures, including complying with obtaining competitive quotes; bid splitting; and not accepting gifts, gratuities, or kickbacks from vendors or other interested parties.
11. Donations and gifts should be accounted for at an individual contribution level.
12. Donations, gifts, and sponsorships shall be directed to GWA, GWA program(s), school, or school program(s). Donations, gifts, and sponsorships shall not be directed at specific GWA employees, individual students, vendors, or brand name goods or services.
13. Donated funds shall not compensate public employees, directly or indirectly.
14. If donations or gifts are offered in exchange for advertising or other services, an objective valuation will be performed and a charitable receipt will be issued by the Business Manager.
15. Donations or gifts shall not be accepted that advertise or depict products that are prohibited by law for sale or use by minors, such as alcohol, tobacco, or other substances that are known to endanger the health and well-being of students.
16. Donations, gifts, and sponsorships given by vendors to specific programs (e.g., drama, sports teams) or GWA employees shall be evaluated for compliance with Utah Code, “Gratuities, Kickbacks, Unlawful use of position or influence.” As required by state law, donations will only be accepted where there is no expectation or promise, expressed or implied, of remuneration or any undue influence or special consideration. GWA employees are not permitted to accept personal payment or gratuities in any form from a vendor or potential vendor as a precondition for purchase of any product or service.

720 – Donations, Gifts, & Sponsorships Policy (cont.)

17. Donations and gifts over \$250 will be provided with an acknowledgment of the contribution from GWA for IRS purposes. The acknowledgment will be in the form of a receipt issued by GWA. These receipts will be generated from the information provided on the “Donations, Gifts, and Sponsorships” form.

A. PURPOSE

The purpose of this policy is to establish George Washington Academy (GWA) policies and procedures governing the initiation, authorization, and review of all fundraising activities of GWA. This policy is intended to create practices that adequately safeguard public funds, provide for accountability, and ensure compliance with state and federal laws.

GWA encourages community and business partnerships that enhance and supplement the public education system. GWA also desires to protect students, parents, teachers, and school administrators from over-commercialization and fundraising efforts that are coercive and disruptive to the education processes, threatening to the health and welfare of students, or lacking in educational merit.

B. SCOPE

This policy applies to all GWA administrators, licensed educators, staff members, students, organizations, volunteers and individuals who initiate, authorize, or participate in fundraising events or activities for GWA-sponsored events.

It is expected that in all dealings, GWA and school employees will act ethically and consistent with GWA's ethics training, the Utah Educators Standards, the Public Officers' and Employees' Ethics Act, and State procurement law.

C. GENERAL POLICY STATEMENTS FOR GWA & GWA-SPONSORED ACTIVITIES

1. "Public funds" are money, funds, and accounts, regardless of the source from which the funds are derived, that are owned, held, or administered by the state or any of its political subdivisions, including GWA.
2. Fundraising is permitted within GWA to allow GWA to raise additional funds to supplement school-sponsored academic and co-curricular programs.
3. "School-sponsored" means activities, fundraising events, clubs, camps, clinics, programs, sports, etc., or events, or activities that are authorized by GWA that support GWA or authorized curricular school clubs, activities, sports, classes or programs that also satisfy one or more of the following criteria. The activity:
 - a. Is managed or supervised by a school employee.
 - b. Uses the GWA facilities, equipment, or other school resources.
 - c. Is supported or subsidized, more than inconsequently, by public funds, including the public school's activity funds or minimum school program dollars.
 - d. Does not include non-curricular clubs specifically authorized and meeting all criteria of Utah Code.
4. GWA is committed to principles of gender equity and compliance with Title IX guidance. GWA commits to use all facilities, unrestricted gifts and other available funds in harmony with these principles. GWA reserves the right to decline or restrict donations, gifts, and fundraising proceeds, including those that might result in gender inequity or a violation of Title IX. Fundraising opportunities should be equitable for all students, comply with Title IX, and be in harmony with Article X of the Utah Constitution.
5. All fees for school-sponsored activities must be properly noticed and approved by the Board of Directors of GWA and are subject to fee waiver provisions in R277-407.
6. Administration, consistent with GWA policy, has the responsibility to waive fees, if appropriate. Individual teachers, coaches, advisors, etc. do not have the authority to waive board-approved fees.
7. Annually, each GWA division, department, or program and individual school will review all planned camps, clinics, activities, and fundraisers and determine those designated as school-sponsored.

725 – Fundraising Policy (cont.)

8. All monies raised through fundraisers for GWA-sponsored activities are considered public funds. GWA is ultimately responsible for the expenditure and allocation of all monies collected and expended through student, GWA organized fundraising.
9. The collection of money associated with fundraisers for school-sponsored activities will comply with GWA cash receipting policies.
10. The expenditure of any public funds associated with fundraisers for school-sponsored activities will comply with GWA cash disbursement policies.
11. Properly approved school-sponsored activities may:
 - a. Use GWA's name, facilities, and equipment.
 - b. Utilize GWA employees and other resources to supervise, promote, and otherwise staff the activity or fundraiser.
 - c. Be insured under GWA's risk management policy (pending approval by the GWA risk manager) or general liability insurance policy.
 - d. Provide additional compensation or stipends for GWA employees with the approval of Administration and under GWA payroll policies.
12. GWA-sponsored activities must comply with all fee approval and fee waiver provisions established in Utah Code and Utah State Board of Education rules. GWA may be responsible for providing student transportation for these activities.
13. Authorization and supervision of fundraising for school-sponsored activities:
 - a. Fundraising at GWA shall be approved in writing, prior to the activity, by Administration and supervised by GWA employee(s) designated by Administration. The approver shall ensure that the activity is appropriately classified as a GWA-sponsored activity.
 - b. Donations from individuals or organizations will follow GWA's gift and donation policy.
 - c. The sale of banners, advertising, signs, or other promotional material that will be displayed on school property must be approved by Administration before the items are initiated or printed, and must meet community standards. Partisan or political advertising and advertising for products that are prohibited by law for sale or use by minors, such as alcohol, tobacco, or other substances that are known to endanger the health and well-being of students, are prohibited.
 - d. All fundraising projects for construction, maintenance, facilities renovation or improvement and other capital equipment purchases must be approved in writing by Administration and the GWA Board of Directors. (See capital fundraising section below.)

D. GENERAL FUNDRAISING STANDARDS FOR GWA & GWA SPONSORED ACTIVITIES

1. GWA reserves the right to prohibit, restrict or limit any fundraising activities associated with GWA.
2. Faculty and student participation in fundraisers is voluntary. However, employees may be directed to supervise specific activities as an employment assignment.
3. Participation in fundraising shall not affect a student's grade. Students shall not be required to participate in fundraising activities as a condition of belonging to a team, club or group, nor shall a student's fundraising effort affect his/her participation time or standing on any team, club or group, except as to fee waiver requirements.
4. Competitive enticements for participation in fundraisers are discouraged. If prizes or rewards are offered by a selected fundraising vendor, they should only be awarded to groups, classes or students, and must be disclosed and approved

- prior to the fundraiser. Rewards, prizes, commissions, or other direct or indirect compensation shall not be received by any teacher, activity, club or group director, or any other GWA employee or volunteer.
5. Schools may not impose a sales quota (or the like) as part of fundraising efforts, and students or parents shall not be required to pay for any unsold items or pay for goals not met.
 6. Door-to-door sales are prohibited for all students unless the student is accompanied by their legal parent or guardian. Suitable procedures must be used by GWA, administrators and supervising faculty to safeguard students and funds collected. Procedures must be clearly communicated to parents.
 7. Approval may be denied for fundraising activities that would expose GWA to risk of financial loss or liability if the activity is not successful.
 8. Fundraising activities shall be age appropriate and shall maintain the highest standards of ethical responsibility and integrity.
 9. Fundraising revenues should be accounted for at an individual contribution level or participation level. Participation logs should be retained and turned into the accounting office to be included with the deposit detail.
 10. Employees who approve, manage, or oversee fundraising activities are required to disclose if they have a financial or controlling interest or access to bank accounts in a fundraising organization or company.
 11. Records of all fundraising efforts shall be open to the parents, students and donors, including accurate reporting on participation levels and financial outcomes. This policy does not require the release of students' personally identifiable information protected by Family Educational Rights and Privacy Act (FERPA).

F. EMPLOYEE RELATIONSHIPS & DISCLOSURE

1. Participation in Private or Non-GWA-Sponsored Events
 - a. GWA employees:
 - (1) May participate in a private but public education-related activity.
 - (2) Must ensure that personal participation in activities is separate and distinguishable from the employee's public employment, official job title, or job duties.
 - (3) May not contact students in GWA using education records or information obtained through public employment unless the records or information are available to the general public.
 - (4) May not use school time to discuss, promote, or prepare for a private or non-school-sponsored activity.
 - (5) May offer public education-related services, programs or activities to students, provided they are not advertised or promoted during school time or using any type or amount of school resources.
 - (6) May use school or student publications available to the general public to advertise and promote the private or non-GWA-sponsored activity.
 - (7) May not require private or non-GWA-sponsored activities for credit or participation in school programs.
 - (8) Must satisfy all requirements of Utah Code, regarding ethical conduct standards, and R277-107, regarding educational services outside of the educator's regular employment.
2. GWA employees may purchase advertising space to promote private or non-school sponsored events in the same manner as the general public. GWA employee's employment and experience can be used to demonstrate qualifications. The advertisement must specifically state that the activity is not school-sponsored. (See R277-107-5 through 6.)
3. GWA employees may engage in outside employment with a private entity or other separate organizations that does not interfere with GWA duties or job functions. Employees must complete the GWA disclosure agreement annually when engaging in outside employment that is similar to the employee's official job duties or functions.
4. Parental notification is required if GWA students are recruited to participate in these activities.

725 – Fundraising Policy (cont.)

5. GWA employees may not set up bank accounts for activities or fundraisers associated with GWA responsibilities or job functions.
6. GWA employees may not direct fees or fundraiser proceeds from GWA-sponsored activities to outside entities.
7. GWA employees may not direct operating expenditures to outside funding sources or groups to avoid GWA procurement rules (such as equipment, uniforms, salaries or stipends, improvements, maintenance for facilities, etc.).
8. GWA employees must comply with GWA procurement policies and procedures, including complying with competitive quotes; bid splitting; and not accepting gifts, gratuities, or kickbacks from vendors or other interested parties.



PROPOSAL FOR BOARD ACTION

Proposal Title: 20th Anniversary Logo Design

Submitted by: B.Clark

Originating Committee: Outreach Committee

Please briefly describe: (1) the situation giving rise to the proposal, (2) the background behind the proposal, (3) your assessment of the situation/background, and (4) your recommendation to the Board.

Situation:

The Outreach Committee has been working to brainstorm potential student focused activities for the 20th Anniversary Celebration next year. We wanted to show the board the renderings of our 20th Anniversary Logo that we will use for marketing and advertising purposes.

Background Information, including a list of reviewing committees:

Assessment:

Recommendation:

We would like your support with this logo to use in the 20th Anniversary marketing campaign which will begin to be used in November to advertise for enrollment in the 2025-2026 school year.

Please submit this form with all accompanying paperwork to the Board Clerk, Shelbi Kelly, at skelly@gwacademy.org by the 15th day of the month of the Board meeting.





PROPOSAL FOR BOARD ACTION

Proposal Title: 2025-2026 School Year Calendar

Submitted by: Debbie Kauvaka

Originating Committee: Administration

Please briefly describe: (1) the situation giving rise to the proposal, (2) the background behind the proposal, (3) your assessment of the situation/background, and (4) your recommendation to the Board.

Situation:

We have created the 2025-2026 school year calendar parallel to the Washington County School District.

Background Information, including a list of reviewing committees:

Assessment:

Recommendation:

Review the attached calendar and approve.

Please submit this form with all accompanying paperwork to the Board Clerk, Shelbi Kelly, at skelly@gwacademy.org by the 15th day of the month of the Board meeting.

**Academics.
Leadership.
Community.**



**Student
2025-2026**

Pending Approval 9/26/2024

Aug 8 (F)	1 st Day of School - All Grades	Mar 9-13 (M-F)	Spring Break (No School)
Sept 1 (M)	Labor Day (No School)	Apr 3-6 (F-M)	Easter/Spring Recess (No School)
Sept 15-19 (M-F)	SLCs (Release at 1:00PM)	May 22 (Th)	Last Day of School-Minimum Day 1pm
Oct 9-10 (Th-F)	Fall Break (No School)	First/Last Day of School (Last day of school - minimum day 1pm)	
Nov 26-28 (W-F)	SEOP/Thanksgiving Holiday (No School)	No School	
Dec 22 (M)-Jan 2 (F)	Christmas/Winter Holiday (No School)	Teacher Prep Day - No School 10/13, 12/1, 1/5, 2/17, 3/16	
Jan 19 (M)	Martin L. King, Jr. Day (No School)	Minimum Day (Release at 1:00PM)	
Feb 9-13 (M-F)	SLCs (Release at 1:00PM)	Quarter 1 - Aug 8-Oct 17, Quarter 2 - Oct 20-Dec 19	
Feb 16 (M)	President's Day (No School)	Quarter 3 - Jan 5-Mar 6, Quarter 4 - Mar 16-May 21	

JULY 2025						
SU	M	T	W	TH	F	SA
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

AUGUST 2025						
SU	M	T	W	TH	F	SA
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24/31	25	26	27	28	29	30

SEPTEMBER 2025						
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14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

OCTOBER 2025						
SU	M	T	W	TH	F	SA
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NOVEMBER 2025						
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23/30	24	25	26	27	28	29

DECEMBER 2025						
SU	M	T	W	TH	F	SA
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28	29	30	31			

JANUARY 2026						
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FEBRUARY 2026						
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MARCH 2026						
SU	M	T	W	TH	F	SA
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22	23	24	25	26	27	28
29	30	31				

APRIL 2026						
SU	M	T	W	TH	F	SA
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26	27	28	29	30		

MAY 2026						
SU	M	T	W	TH	F	SA
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10	11	12	13	14	15	16
17	18	19	20	21	22	23
24/31	25	26	27	28	29	30

JUNE 2026						
SU	M	T	W	TH	F	SA
	1	2	3	4	5	6
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14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				



PROPOSAL FOR BOARD ACTION

Proposal Title: TSSA 24-25

Submitted by: B.Clark

Originating Committee: NA

Please briefly describe: (1) the situation giving rise to the proposal, (2) the background behind the proposal, (3) your assessment of the situation/background, and (4) your recommendation to the Board.

Situation:

Every year we are to come up with a budget breakdown, framework, and plan to use for the restricted funds the state annually gives called Teacher Student Support Act (TSSA). The finance committee has already allocated these funds into the various line items as represented in the budget.

Background Information, including a list of reviewing committees:

Assessment:

Recommendation:

It is my recommendation that the framework with budget allocations and plan is approved for this upcoming year.

Please submit this form with all accompanying paperwork to the Board Clerk, Shelbi Kelly, at skelly@gwacademy.org by the 15th day of the month of the Board meeting.

Teacher Student Success Act Framework



At George Washington Academy we are committed to the success of all students. In the 2024-2025 school year we are focused on improving our overall reading growth for all students. We are committed to a 1-3% increase in the RISE state assessments on average in grades 3-7.

We will achieve this goal by:

- implementing current best practices in teaching strategies as well as technology implementation in all classrooms.
- offering before and after school programs focused on skills where students are deficient.
- integrating contents in a cross-curricular manner using our STEM library and resources.
- focusing on English Language Learners by providing additional support daily for these students.
- offering professional development opportunities focused on Tier 2 instruction as well as collaboration among grade-level teachers and content teams.

Budget Allocations

- GWA may spend up to 30% of its allocation to help with technology purchases in hardware and software for technological implementations (~\$75,900)
- GWA may spend up to 5% of the allocation for before/after-school programs in the areas of math and reading for K-7 students (~\$12,600)

- GWA may spend up to 20% integrating cross-curricular materials in our STEM Library. (~\$50,700)
- GWA may spend up to 10% supporting the increasing population of English Language Learners (~\$25,350)
- GWA may spend up to 35% of the allocation supporting teachers with various professional development opportunities. (~\$88,800)



PROPOSAL FOR BOARD ACTION

Proposal Title: Outside Lettering Update

Submitted by: B.Clark

Originating Committee: Outreach - Finance

Please briefly describe: (1) the situation giving rise to the proposal, (2) the background behind the proposal, (3) your assessment of the situation/background, and (4) your recommendation to the Board.

Situation:

The Outreach Committee and the Finance Committee has reviewed the quote and lettering for updated lettering outside of the building. On the west side that runs parallel to 3000 East it will be left aligned to building to ensure visibility and state: George Washington Academy and under that it will state Academics. Leadership. Community. The numbers in the southwest corners that state 2277 will be updated and the main entrance will be updated reading George Washington Academy.

Background Information, including a list of reviewing committees:

Assessment:

Recommendation:

The recommendation from the finance committee is for the lettering not to exceed \$18,000 and for additional lighting and possible sand blasting of sun bleached areas due to current letter removal will be looked at before the project begins and taken out of the Land & Site Improvement Line Item

Please submit this form with all accompanying paperwork to the Board Clerk, Shelbi Kelly, at skelly@gwacademy.org by the 15th day of the month of the Board meeting.

Star Sign Inc
1060 E. Tabernacle St St. George, UT 84770
sales@starsignonline.com
1-435-628-7806



www.starsignonline.com

Quote 29567

Address Lettering

SALES REP INFO
Carter Smith
carter@starsignonline.com

QUOTE DATE
05/17/2023
QUOTE EXPIRY DATE
06/16/2023
TERMS
COD

ORDERED BY
George Washington Academy

CONTACT INFO
Jessica Bentley
jbentley@gwacademy.org
+1 435-673-2232

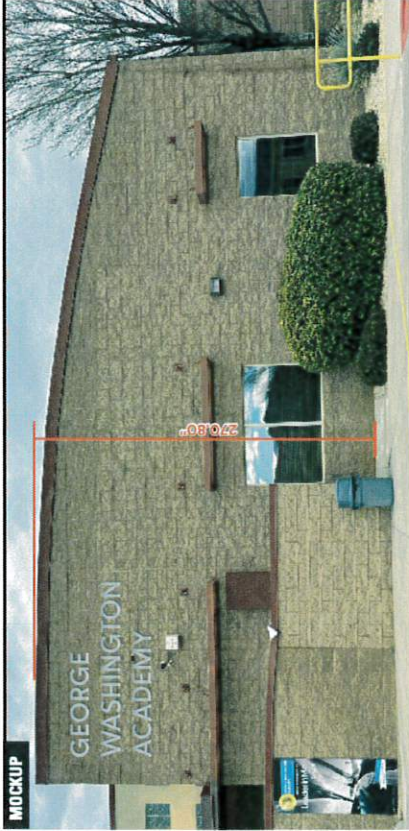
#	ITEM	QTY	UOM	U.PRICE	TOTAL (EXCL. TAX)	TAXABLE
1	Set Up	1	Each	\$25.00	\$25.00	Y
2	2277 Address numbers 12" tall Aluminum .25 Painted Flat Cut Letters	1	Sqft	\$362.52	\$362.52	Y
3	Install/Removal	1	Each	\$360.00	\$360.00	N

Setup: \$0
Shipping: \$0
Misc. Charges: \$0
Subtotal: \$747.52
Sales Tax (0%): \$0
Total: \$747.52

SIGNATURE:

DATE:

137.7" (w) x 64.28" (h) - 1" Deep Metallic Silver Fabricated Metal Letters, flush-mounted with studs.
 Font: Almarose WBS Semibold

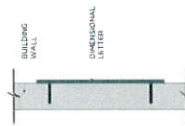


MOCKUP

MEASUREMENTS
SCALE 3/8" = 1"



SIDE VIEW



ONE EAST TOWN SQUARE
 SUITE 100
 COLUMBIANA, OHIO 43081
 WWW.STARSIGN.COM



CLIENT NAME | George Washington Academy
ADDRESS |
CITY/STATE/ZIP CODE | Dr. George, Utah

SALES REPRESENTATIVE | Bailey Southern
PRODUCT MANAGER | Bailey Southern
DESIGNER | Austin

SHEET DESCRIPTION
Exterior Building Lettering - Front Entrance

For questions or to schedule a demo, please contact your local StarSign representative. © 2023 StarSign, Inc. All rights reserved.

SHEET

Star Sign Inc
 1060 E. Tabernacle St St. George, UT 84770
 sales@starsignonline.com
 (435) 628-7806
 www.starsignonline.com



Quote 33798

Building lettering

SALES REP INFO
 Bailee Southam
 bailee@starsignonline.com

QUOTE DATE
 08/21/2024
 QUOTE EXPIRY DATE
 09/20/2024
 TERMS
 COD

REQUESTED BY
 George Washington Academy

CONTACT INFO
 Jessica Bentley
 jbentley@gwacademy.org
 (435) 673-2232

#	ITEM	QTY	UOM	U.PRICE	TOTAL (EXCL. TAX)	TAXABLE
1	Set Up Fee	1	Each	\$50.00	\$50.00	Y
2	Front of the building	1	Each	\$4,186.00	\$4,186.00	Y
3	Road lettering	1	Each	\$11,316.29	\$11,316.29	Y
4	Install 2 Man w/Bucket *Price is subject to change*	1	Each	\$1,190.00	\$1,190.00	N

This handcrafted quote is based on the specific information you've given us and is valid for 30 days.

When you sign this quote, you agree to pay 10% of the job's total cost and our "Wayfinding Fee" if the job is canceled before production, or if the job has already entered production, the cancellation fees will include the time, labor, and material ordered and/or used before cancellation. Legal action can and will be pursued if the cancellation fees are not paid within 3 months of cancellation.

Need to make that changes?

Awesome! But, please note: You will be required to cover any cost(s) associated with a change to your job. We will provide an updated quote upon a change in service, but production will not ensue until the new quote has been approved. You will still be required to procure the aforementioned cancellation fees if service is refused upon receiving the updated quote.

Subtotal: \$16,742.29
Sales Tax (0%): \$0
Total: \$16,742.29

SIGNATURE:

DATE:

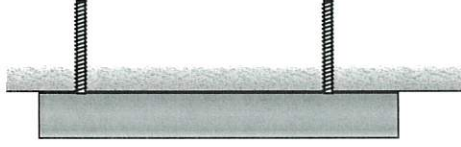
1" Deep Metallic Silver Fabricated Metal Letters, Stud Mounted Flush
- Univers 67 Font

GEORGE WASHINGTON ACADEMY 22 in

431.85 in

ACADEMICS. LEADERSHIP. COMMUNITY. 14 in

345 in



STUD MOUNT FLUSH



1080 East Taborville
St. George, UT 84770
435.628.7806
www.starsignonline.com

CLIENT NAME | CLIENT NAME
ADDRESS |
CITY/STATE/ZIP CODE |

SALES REPRESENTATIVE | Bailey Southam
PROJECT MANAGER |
DESIGNER | Austin

SHEET DESCRIPTION
Exterior Building Letters - Roadside View

The original ideas herein are the property of Star Sign, Inc. Permission to copy or make this drawing can only be obtained through a written agreement with Star Sign, Inc. © 2008 STAR SIGN. All rights reserved.



PROPOSAL FOR BOARD ACTION

Proposal Title: Safety Film Project

Submitted by: Steve Erickson

Originating Committee: Campus Management

Please briefly describe: (1) the situation giving rise to the proposal, (2) the background behind the proposal, (3) your assessment of the situation/background, and (4) your recommendation to the Board.

Situation:

With new state laws, schools are required to add safety film to all lower level outside windows and doors.

Background Information, including a list of reviewing committees:

We were awarded a safety grant and have allocated \$50,000 that can only be used on this project.

Assessment:

Recommendation:

The Campus Management Committee proposes to go with Armitex for this project and would like to proceed with the following 2 quotes at this time. All lower level exterior windows and doors, 18mm for \$43,840.04 and Lobby and Office area, 18mm for \$2,866.09. Totaling \$46,706.13.

Please submit this form with all accompanying paperwork to the Board Clerk, Shelbi Kelly, at skelly@gwacademy.org by the 15th day of the month of the Board meeting.

Armitek LLC

488 W 2000 S Bldg 7
Orem, UT 84058 US
+1 8016917100
dean@armitek.com



Estimate

ADDRESS
Jessica Bentley
George Washington Academy
2277 South 3000 East
St. George, Utah 84790 USA

SHIP TO
Jessica Bentley
George Washington Academy
2277 South 3000 East
St. George, Utah 84790 USA

ESTIMATE 1817
DATE 05/24/2024
EXPIRATION 07/31/2024
DATE

SALES REP
Holt Rowley

DATE	DESCRIPTION	QTY	RATE	AMOUNT
	18 Mil Clear Security Film - Installation and Anchoring (Bid #1) (118 Panels) (Exterior Windows & Doors)	1	48,711.16	48,711.16

Saint George, Utah Project with Security Film for George Washington Academy.

SUBTOTAL 48,711.16

State Contract # MA4550

TAX 0.00

60% Due when order is placed
40% Due on day project is completed
03% Credit Card Fee

DISCOUNT 10% -4,871.12

Prices subject to change after field measurements and any changes made by customer

TOTAL \$43,840.04

Estimate includes Materials, Labor, and Travel.

Accepted By

Accepted Date

Armittek LLC

488 W 2000 S Bldg 7
Orem, UT 84058 US
+1 8016917100
dean@armittek.com



Estimate

ADDRESS
Jessica Bentley
George Washington Academy
2277 South 3000 East
St. George, Utah 84790 USA

SHIP TO
Jessica Bentley
George Washington Academy
2277 South 3000 East
St. George, Utah 84790 USA

ESTIMATE 1821
DATE 05/29/2024
EXPIRATION 07/31/2024
DATE

SALES REP
Holt Rowley

DATE	DESCRIPTION	QTY	RATE	AMOUNT
	18 Mil Clear Security Film - Installation and Anchoring (Bid #2) (12 Panels) (Office Entry - Anchoring Only)	1	3,184.54	3,184.54

Saint George, Utah Project with Security Film for George Washington Academy.

SUBTOTAL 3,184.54

State Contract # MA4550

TAX 0.00

60% Due when order is placed
40% Due on day project is completed
03% Credit Card Fee

DISCOUNT 10% -318.45

Prices subject to change after field measurements and any changes made by customer

TOTAL **\$2,866.09**

Estimate includes Materials, Labor, and Travel.

Accepted By

Accepted Date

Armitek LLC

488 W 2000 S Bldg 7
Orem, UT 84058 US
+1 8016917100
dean@armitek.com



Estimate

ADDRESS
Jessica Bentley
George Washington Academy
2277 South 3000 East
St. George, Utah 84790 USA

SHIP TO
Jessica Bentley
George Washington Academy
2277 South 3000 East
St. George, Utah 84790 USA

ESTIMATE 1822
DATE 05/29/2024
EXPIRATION 07/31/2024
DATE

SALES REP
Holt Rowley

DATE	DESCRIPTION	QTY	RATE	AMOUNT
	18 Mil Clear Security Film - Installation and Anchoring (Bid #3) (88 Panels) (Interior Windows & Doors)	1	11,487.58	11,487.58

Saint George, Utah Project with Security Film for George Washington Academy.

SUBTOTAL 11,487.58

State Contract # MA4550

TAX 0.00

60% Due when order is placed
40% Due on day project is completed
03% Credit Card Fee

DISCOUNT 10% -1,148.76

Prices subject to change after field measurements and any changes made by customer

TOTAL **\$10,338.82**

Estimate includes Materials, Labor, and Travel.

Accepted By

Accepted Date

Armitek LLC

488 W 2000 S Bldg 7
Orem, UT 84058 US
+1 8016917100
dean@armitek.com



Estimate

ADDRESS
Jessica Bentley
George Washington Academy
2277 South 3000 East
St. George, Utah 84790 USA

SHIP TO
Jessica Bentley
George Washington Academy
2277 South 3000 East
St. George, Utah 84790 USA

ESTIMATE 1899
DATE 08/14/2024
EXPIRATION 10/31/2024
DATE

SALES REP
Holt Rowley

DATE	DESCRIPTION	QTY	RATE	AMOUNT
	08 Mil Tinted Security Film - Installation and Anchoring (Bid #1) (118 Panels) (Exterior Windows & Doors)	1	40,724.16	40,724.16
	Tint Upgrade - Tinted Security Film	1	0.00	0.00

Saint George, Utah Project with 08 Mil Security Film for George Washington Academy.

SUBTOTAL 40,724.16

State Contract # MA4550

DISCOUNT 10% -4,072.42

60% Due when order is placed
40% Due on day project is completed
03% Credit Card Fee

TAX 0.00

TOTAL \$36,651.74

Prices subject to change after field measurements and any changes made by customer

Estimate includes Materials, Labor, and Travel.

Accepted By

Accepted Date

Armittek LLC

488 W 2000 S Bldg 7
Orem, UT 84058 US
+1 8016917100
dean@armittek.com



Estimate

ADDRESS
Jessica Bentley
George Washington Academy
2277 South 3000 East
St. George, Utah 84790 USA

SHIP TO
Jessica Bentley
George Washington Academy
2277 South 3000 East
St. George, Utah 84790 USA

ESTIMATE 1900
DATE 08/14/2024
EXPIRATION 10/31/2024
DATE

SALES REP
Holt Rowley

DATE	DESCRIPTION	QTY	RATE	AMOUNT
	08 Mil Clear Security Film - Installation and Anchoring (Bid #2) (12 Panels) (Office Entry - Anchoring Only)	1	3,047.54	3,047.54

Saint George, Utah Project with 08 Mil Security Film for George Washington Academy.

State Contract # MA4550

60% Due when order is placed
40% Due on day project is completed
03% Credit Card Fee

Prices subject to change after field measurements and any changes made by customer

Estimate includes Materials, Labor, and Travel.

SUBTOTAL	3,047.54
DISCOUNT 10%	-304.75
TAX	0.00
TOTAL	\$2,742.79

Accepted By

Accepted Date

Armitek LLC

488 W 2000 S Bldg 7
Orem, UT 84058 US
+1 8016917100
dean@armitek.com



Estimate

ADDRESS
Jessica Bentley
George Washington Academy
2277 South 3000 East
St. George, Utah 84790 USA

SHIP TO
Jessica Bentley
George Washington Academy
2277 South 3000 East
St. George, Utah 84790 USA

ESTIMATE 1901
DATE 08/14/2024
EXPIRATION 10/31/2024
DATE

SALES REP
Holt Rowley

DATE	DESCRIPTION	QTY	RATE	AMOUNT
	08 Mil Clear Security Film - Installation and Anchoring (Bid #3) (88 Panels) (Interior Windows & Doors)	1	10,817.08	10,817.08

Saint George, Utah Project with 08 Mil Security Film for George Washington Academy.

State Contract # MA4550

60% Due when order is placed
40% Due on day project is completed
03% Credit Card Fee

Prices subject to change after field measurements and any changes made by customer

Estimate includes Materials, Labor, and Travel.

SUBTOTAL	10,817.08
DISCOUNT 10%	-1,081.71
TAX	0.00
TOTAL	\$9,735.37

Accepted By

Accepted Date

Bid # 20240822-69



Security Film Considerations for George Washington Academy

Aug. 22, 2024

Utah State Contract #MA4553

Pricing:

Bullet Resistant (Varies, 50 mil+/1320 PSI Break Strength): \$205.00 Per Sq/Ft
Riot Resistant (35 mil+/1,100 PSI Break Strength) Security Laminate: \$90.00 Per Sq/Ft
Forced Entry Resistant: (22 mil+/ 660 PSI Break Strength): \$35.00 Per Sq/Ft

*Pricing includes material, labor, caulking and outside graffiti on Riot Resistant and Bullet Resistant Film.

Contact:

Jessica Bentley
435.673.2232
jbentley@gwacademy.org

Address:

George Washington Academy
2277 South 3000 East
St. George, UT 84790

Requested:

Bid requested Bullet Resistant price on main interior lobby glass.
Bid requested Riot Resistant pricing on all exterior entries
Bid requested Forced Entry on all ground level exterior windows.
Bid requested Forced Entry on interior classroom glass on both floors.

Quotes:

Bullet Resistant

Bullet Resistant: Main Entry interior set of doors and lobby, 112.56 Sq/Ft of SW600BR Security Film
Bullet Resistant: Main Entry interior set of doors and lobby, \$23,074.80 + (Sales Tax if Applicable)

Bullet Resistant Total

Total Sq/Ft 112.56

Total \$23,074.80

Bid # 20240822-69

Riot Resistant

Riot Resistant: Exterior Entry Doors, 349.65 Sq/Ft of SW600RC Security Film
Riot Resistant: Exterior Entry Doors, \$31,468.50+ (Sales Tax if Applicable)

Riot Resistant Total
Total Sq/Ft 349.65
Total \$31,468.50

Forced Entry Resistant Requested

Forced Entry Resistant: All Exterior Ground Level Windows, 1,467.82 Sq/Ft of SW600 Security Film
Forced Entry Resistant: All Exterior Ground Level Windows bule, \$51,373.70 + (Sales Tax if Applicable)

Forced Entry Resistant: All interior Glass, 112.78 Sq/Ft of SW600 Security Film
Forced Entry Resistant: All interior Glass, \$3,947.30 + (Sales Tax if Applicable)

Forced Entry Resistant Total
Total Sq/Ft 1,580.60
Total \$55,321.00

Total for All Glass

Total Sq/Ft 2,042.81
Total \$109,864.30

Approximate Completion Time: Depends on the amount of work to be done. If all glass quoted is to be done it would be 5-6 days.

Delay Times

Forced Entry: Product specs are based on ¼" annealed glass pane. Professionally tested by Safe Haven Defense, Delayed Entry Time is 2-4 minutes. Product performance/delayed entry time will be improved with thicker glass panes. For Example: Dual Pane ¼, which is commonly found in most schools, will provide 4-7 minutes delayed entry time. Egress from classrooms/building is possible and no special tools are required. (Product is designed to collapse inward on itself and has been tested with classroom chairs and standard code fire extinguishers).

Riot Resistant: Product specs are based on ¼" annealed glass pane. Professionally tested by Safe Haven Defense, Delayed Entry Time is 15-30 minutes. Product performance/delayed entry time will be improved with thicker glass panes. For Example: Dual Pane ¼, which is commonly found in most schools, will provide 45-60

Bid # 20240822-69

minutes delayed entry time. Egress from classrooms/building is possible and no special tools are required. (Product is designed to collapse inward on itself and has been tested with classroom chairs and standard code fire extinguishers).

Bullet Resistant: Product specs are based on 3/8" annealed glass pane. Professionally tested by Safe Haven Defense. Testing halted at 60 mins. No breach was made. Egress from classrooms/building is possible and no special tools are required. (Product is designed to collapse inward on itself and has been tested with classroom chairs and standard code fire extinguishers).

*70% due when materials are on sight.

*By accepting the agreed proposal and pricing above, you additionally agree to pay Safe Haven Defense Utah and Idaho invoices within 30 days (NET30) of invoice(s) date.

Considerations:

- Actual cut measurements will be done prior to installation.
- Safe Haven Defense Utah recommends Riot Resistant as a minimum on entry doors.

Note:

The current condition of existing glass is important. Small chips in the glass are not a concern, but while installing the laminate, these panes of glass may crack because of the chips. In this case George Washington Academy will be responsible for the replacement. We will communicate our areas of concern to George Washington Academy personnel prior to first touch of glass so there isn't any confusion on the cause of damage.

Safe Haven Defense installation crews will need approximately 20 - 24 inches (includes 12 – 15 inches the installers will need to press-out moisture from the laminate) of clearance between the glass being installed on and any other stationary objects, unobstructed access to the existing glass, frame-to-frame is required for the installation. We do not remove existing security barriers on the exterior of windows and doors, but we will remove existing vinyl signage. We do not replace vinyl signage; pictures are taken prior to installation for the George Washington Academy so they can match the signage previously installed.

_____: Signature

This proposal becomes a binding contract upon signing. Proposal valid for 90 days.

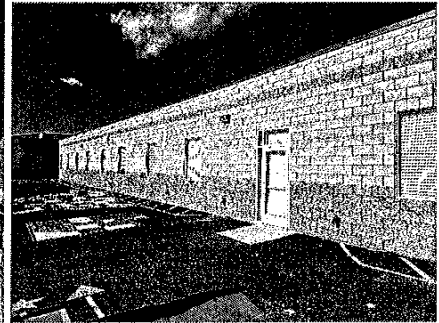
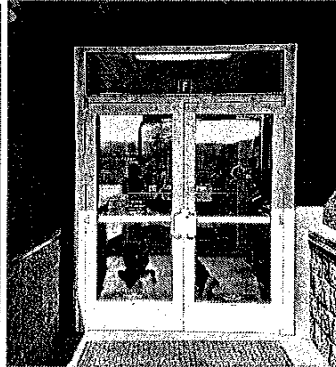
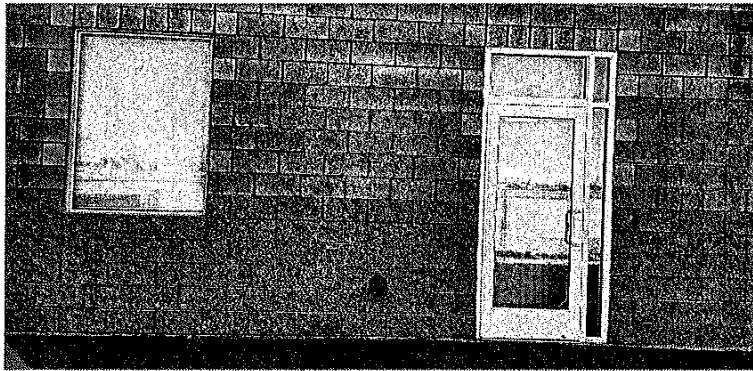
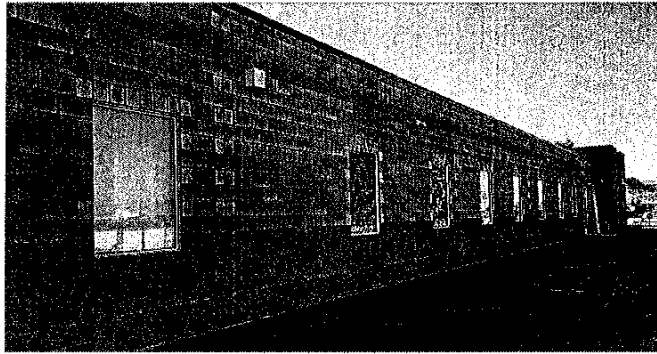
Please direct all inquiries regarding this installation to Troy Leary.

Disclaimer

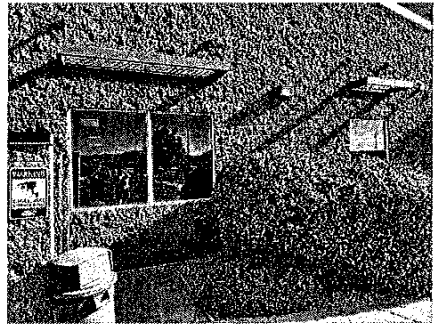
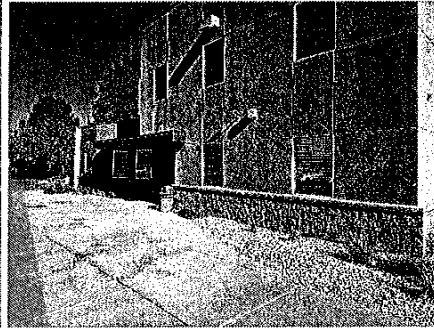
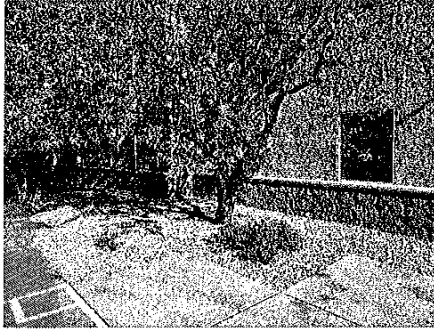
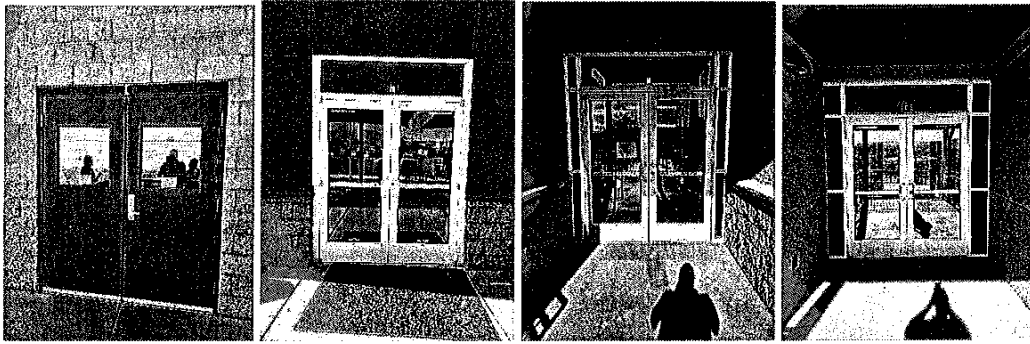
Since films are applied with a water-based solution, it is normal for minor bubbling and hazing to occur during installation before curing. This curing period will vary in time depending on the level of exposure to direct sunlight and time. All moisture and water bubbles will disappear with time. SAFE HAVEN DEFENSE will take every necessary action possible to clean all windows prior to the installation of the window film; minor dust particles may appear after the installation of the window film as a result of airborne dust. These particles will dissipate with time and should not be visible when looking through the glass at a distance of 6 feet. (Ask for further details)

PHOTOS

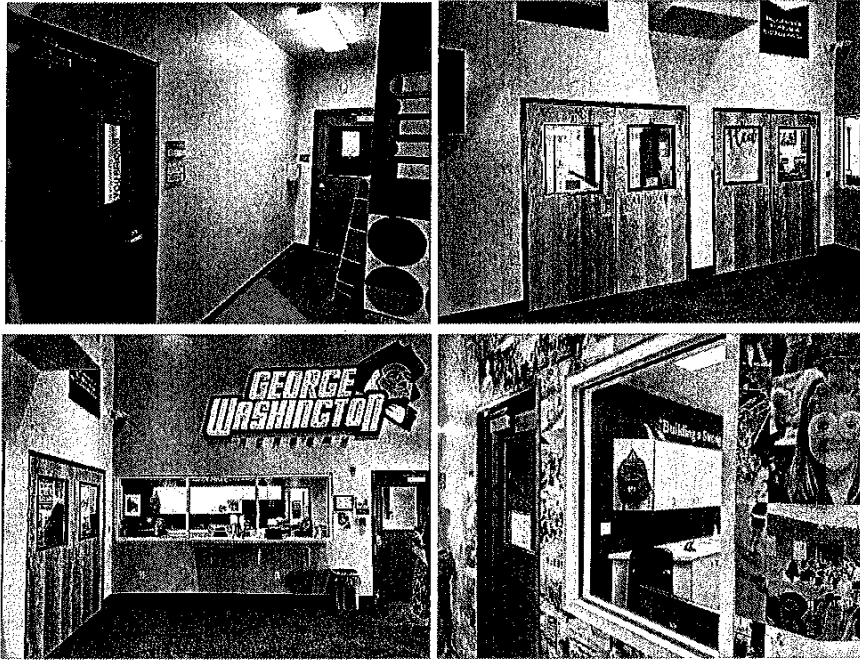
Bid # 20240822-69



Bid # 20240822-69



Bid # 20240822-69



END



QUOTE #8679

SENT ON:

05/02/2024

RECIPIENT:

George Washington Academy

2277 South 3000 East
St. George, Utah 84790

Phone: (435) 673-2232
Salesman : Brett Fransis

93 Mountain Way Dr
Orem, UT 84058

Phone: 801-810-8468
Email: info@shadedglass.com
Website: shadedglass.com

SERVICE ADDRESS:

2277 South 3000 East
St. George, Utah 84790

Product/Service	Description	Total
Ultra S800	All Lower Windows and Doors around perimeter of building.	\$23,425.00*
Impact Protection Adhesive - White	Adhesive to bond the film to the frame.	\$8,433.00*
Ultra S800	99% UV Rejection Film Thickness- 8mils 32,000 PSI -Tensile Strength 87% Visible Light Transmitted Film Warranty- Lifetime Residential, 12 Years Commercial 5 Year-\$500 Glass Breakage warranty per window	

A Non refundable deposit of \$15,000.00 will be required to begin.

* Non-taxable

Terms and Conditions

1. Payment. Residential Projects: Customer agrees to pay a NON REFUNDABLE deposit of fifty percent (50%) of the quote amount upon executing this quote and fifty percent (50%) upon completion of the work. If there is a credit card on file we reserve the right to run that card if payment is not made within 30 days. Commercial Projects: Customer agrees to pay a NON REFUNDABLE deposit of fifty percent (50%) deposit upon executing this quote and the remaining balance due thirty (30) days from

Subtotal	\$31,858.00
Utah, Spanish Fork City (0.1%)	\$0.00
Utah State (4.85%)	\$0.00
Utah, Utah County (2.3%)	\$0.00
Total	\$31,858.00



QUOTE #8679

SENT ON:

05/02/2024

Notes Continued...

date of this quote, OR a purchase order stating terms that both parties agree too. Customer is in default for invoices not paid within 30 days. Shaded Glass, LLC ("Company") charges 1 1/2% per month (18% APR) for overdue amounts. In the event of default, Customer further agrees to pay all service charges assessed against Customer, plus all actual attorney fees and collection costs the Company incurs to enforce the terms of this Agreement or to collect money from Customer.

2. Bids and Quotes. The Company's bid/quote prices are valid for thirty days from the date on the bid/quote form, unless specified as less on the bid/quote form. The Company's bid/quote forms are not offers but estimates and are subject to stock on hand and prior sale. &K does not assume liability for clerical errors. The Company's submission of a bid/quote form does not constitute acceptance of Customer's subcontract agreement/terms. Furthermore, the Company's bid/quote forms are subject to these Terms and Conditions or mutually agreeable terms with Customer. By instructing the Company to commence work or preparation for work, Customer accepts the Company's bid/quote form and these Terms and Conditions. In the event of any conflict between the scope of the bid/quote form and any other document, the bid/quote form scope shall govern.

3. Warranties. The Company does not warrant or guarantee any product beyond the respective manufacturer's warranty or guarantee. Manufacturers' warranties typically only cover \$500 for broken glass. Customer may purchase an expanded warranty to cover more for glass breakage. Regardless, Customer is responsible for the balance for any glass breakage. The Company installations adhere to IWFA quality standards. The foregoing warranty is Customer's sole warranty with respect to the product provided. Except to the extent of the invoice or bid/quote form descriptions, the Company disclaims all other warranties, whether express or implied, including, but not limited to, implied warranties of merchantability and fitness for a particular purpose. In no event, will the Company be liable for incidental or consequential damages, whether based on breach of express or implied warranty, breach of contract, negligence, strict liability, or any other legal theory. Film warranties vary greatly depending on the type of film, application, and whether the film is installed in a residential or commercial setting. Customer acknowledges and agrees to this limited warranty section.

4. Disclaimers. Customer acknowledges and agrees to the following disclaimers and associated risks. Warranty Void- Customer assumes the risk of voiding any manufacturer's window/glass warranty by requesting installation of any film. French Pane / Painted Wood Frames- Customer acknowledges that any damage due to water is the Customer responsibility and the Company will not be responsible for costs to repair windows. Security Film- Security film is only a deterrent that may prevent intruders. Customer acknowledges that security film may only slow down an intruder. The Company is not liable for an intruder getting through security film. Customer acknowledges that due to the nature of security film, there may be small bubbles in the film because of the type of glue used for the installation. Utility Bills- Customer acknowledges that any film may not decrease utility bills related to heating and cooling. The Company is not liable for Customer utility bills. Film Removal- Customer acknowledges that removal of film has a high risk of scratching or breaking the glass. The Company is not liable for scratching or glass breakage upon removing film. Privacy- Company is not liable for film that doesn't meet expectations. Situations change throughout the day, light inside and out all change how film will reflect or obscure the view into the building.

5. Proper Install Conditions. Typically, the Company inspects conditions before installing Product. Customer shall provide adequate installation conditions. The Company is not liable for any damages for poor installation conditions or for improper installation when Customer neglects to provide adequate installation conditions. Customer agrees to clear the area of the window/glass, both inside and outside, that would allow for four feet (4') of clearance in any direction.

6. Integration.

Bid and quote forms, invoices, Scope of Work Agreements, Subcontract Agreements, these Terms and Conditions, any attachments, schedules, addenda, or exhibits, and all documents incorporated by reference are one agreement and form the entire agreement between the Company and Customer. The entire agreement supersedes any prior representations, whether oral or written, and all other communications between the Company and Customer.

7. Modification.

These Terms and Conditions may not be added to, modified, superseded, or otherwise altered, except by a written instrument signed by an authorized representative of the Company that explicitly states, "This Agreement modifies Shaded Glass, LLC's Terms and Conditions."

8. Indemnification.

Customer agrees to save and hold the Company harmless from any claims, demands, liabilities, costs, expenses, or judgments arising in whole or in part, directly or indirectly, out of the negligence or lack of care by Customer or Customer's customers, agents, employees, or invitees involving the use of the material supplied by the Company. This indemnification shall include all costs, attorney fees, and other expenses paid or incurred by or imposed upon the Company in connection with the defense of any indemnity claim.

9. Governing Law.

Utah law governs these Terms and Conditions regardless of conflict of law rules, except where specifically stated otherwise.

10. Severability.



QUOTE #8679

SENT ON:

05/02/2024

Notes Continued...

If a court, mediator, or arbitrator holds a provision of these Terms and Conditions to be unenforceable, all other provisions remain in full force.

11. Changes to Terms and Conditions.

These Terms and Conditions may change at any time and the Customer is responsible for any changes that are made.
v1.3

Signature: _____ Date: _____



QUOTE #8681

SENT ON:

05/02/2024

RECIPIENT:

George Washington Academy

2277 South 3000 East
St. George, Utah 84790

Phone: (435) 673-2232
Salesman : Unkown

93 Mountain Way Dr
Orem, UT 84058

Phone: 801-810-8468
Email: info@shadedglass.com
Website: shadedglass.com

SERVICE ADDRESS:

2277 South 3000 East
St. George, Utah 84790

Product/Service	Description	Total
Ultra S800	Interior Door Slim Windows 5w X 20h (qty 53)	\$920.00*
Ultra S800	Interior Slim Windows size 4w X 22h (qty 33)	\$505.00*
Ultra S800	Interior office/Room windows (qty8)	\$1,255.50*
Impact Protection Adhesive - White	Adhesive to bond the film to the frame.	\$507.60*
Ultra S800 Info	99% UV Rejection Film Thickness- 8mils 32,000 PSI -Tensile Strength 87% Visible Light Transmitted Film Warranty- Lifetime Residential, 12 Years Commercial 5 Year-\$500 Glass Breakage warranty per window	\$0.00*

A Non refundable deposit of \$1,500.00 will be required to begin.

* Non-taxable

Terms and Conditions

1. Payment. Residential Projects: Customer agrees to pay a NON REFUNDABLE deposit of fifty percent (50%) of the quote amount upon executing this quote and fifty percent (50%) upon completion of the work. If there is a credit card on file we reserve the right to run that card if payment is not made within 30 days. Commercial Projects: Customer agrees to pay a NON REFUNDABLE deposit of fifty percent (50%) deposit upon executing this quote and the remaining balance due thirty (30) days from

Subtotal	\$3,188.10
Utah, Spanish Fork City (0.1%)	\$0.00
Utah State (4.85%)	\$0.00
Utah, Utah County (2.3%)	\$0.00
Total	\$3,188.10



QUOTE #8681

SENT ON:

05/02/2024

Notes Continued...

date of this quote, OR a purchase order stating terms that both parties agree too. Customer is in default for invoices not paid within 30 days. Shaded Glass, LLC ("Company") charges 1 1/2% per month (18% APR) for overdue amounts. In the event of default, Customer further agrees to pay all service charges assessed against Customer, plus all actual attorney fees and collection costs the Company incurs to enforce the terms of this Agreement or to collect money from Customer.

2. Bids and Quotes. The Company's bid/quote prices are valid for thirty days from the date on the bid/quote form, unless specified as less on the bid/quote form. The Company's bid/quote forms are not offers but estimates and are subject to stock on hand and prior sale. &K does not assume liability for clerical errors. The Company's submission of a bid/quote form does not constitute acceptance of Customer's subcontract agreement/terms. Furthermore, the Company's bid/quote forms are subject to these Terms and Conditions or mutually agreeable terms with Customer. By instructing the Company to commence work or preparation for work, Customer accepts the Company's bid/quote form and these Terms and Conditions. In the event of any conflict between the scope of the bid/quote form and any other document, the bid/quote form scope shall govern.

3. Warranties. The Company does not warrant or guarantee any product beyond the respective manufacturer's warranty or guarantee. Manufactures' warranties typically only cover \$500 for broken glass. Customer may purchase an expanded warranty to cover more for glass breakage. Regardless, Customer is responsible for the balance for any glass breakage. The Company installations adhere to IWFA quality standards. The foregoing warranty is Customer's sole warranty with respect to the product provided. Except to the extent of the invoice or bid/quote form descriptions, the Company disclaims all other warranties, whether express or implied, including, but not limited to, implied warranties of merchantability and fitness for a particular purpose. In no event, will the Company be liable for incidental or consequential damages, whether based on breach of express or implied warranty, breach of contract, negligence, strict liability, or any other legal theory. Film warranties vary greatly depending on the type of film, application, and whether the film is installed in a residential or commercial setting. Customer acknowledges and agrees to this limited warranty section.

4. Disclaimers. Customer acknowledges and agrees to the following disclaimers and associated risks. Warranty Void- Customer assumes the risk of voiding any manufacturer's window/glass warranty by requesting installation of any film. French Pane / Painted Wood Frames- Customer acknowledges that any damage due to water is the Customer responsibility and the Company will not be responsible for costs to repair windows. Security Film- Security film is only a deterrent that may prevent intruders. Customer acknowledges that security film may only slow down an intruder. The Company is not liable for an intruder getting through security film. Customer acknowledges that due to the nature of security film, there may be small bubbles in the film because of the type of glue used for the installation. Utility Bills- Customer acknowledges that any film may not decrease utility bills related to heating and cooling. The Company is not liable for Customer utility bills. Film Removal- Customer acknowledges that removal of film has a high risk of scratching or breaking the glass. The Company is not liable for scratching or glass breakage upon removing film. Privacy- Company is not liable for film that doesn't meet expectations. Situations change throughout the day, light inside and out all change how film will reflect or obscure the view into the building.

5. Proper Install Conditions. Typically, the Company inspects conditions before installing Product. Customer shall provide adequate installation conditions. The Company is not liable for any damages for poor installation conditions or for improper installation when Customer neglects to provide adequate installation conditions. Customer agrees to clear the area of the window/glass, both inside and outside, that would allow for four feet (4') of clearance in any direction.

6. Integration.

Bid and quote forms, invoices, Scope of Work Agreements, Subcontract Agreements, these Terms and Conditions, any attachments, schedules, addenda, or exhibits, and all documents incorporated by reference are one agreement and form the entire agreement between the Company and Customer. The entire agreement supersedes any prior representations, whether oral or written, and all other communications between the Company and Customer.

7. Modification.

These Terms and Conditions may not be added to, modified, superseded, or otherwise altered, except by a written instrument signed by an authorized representative of the Company that explicitly states, "This Agreement modifies Shaded Glass, LLC's Terms and Conditions."

8. Indemnification.

Customer agrees to save and hold the Company harmless from any claims, demands, liabilities, costs, expenses, or judgments arising in whole or in part, directly or indirectly, out of the negligence or lack of care by Customer or Customer's customers, agents, employees, or invitees involving the use of the material supplied by the Company. This indemnification shall include all costs, attorney fees, and other expenses paid or incurred by or imposed upon the Company in connection with the defense of any indemnity claim.

9. Governing Law.

Utah law governs these Terms and Conditions regardless of conflict of law rules, except where specifically stated otherwise.

10. Severability.



QUOTE #8681

SENT ON:

05/02/2024

Notes Continued...

If a court, mediator, or arbitrator holds a provision of these Terms and Conditions to be unenforceable, all other provisions remain in full force.

11. Changes to Terms and Conditions.

These Terms and Conditions may change at any time and the Customer is responsible for any changes that are made.
v1.3

Signature: _____ Date: _____



QUOTE #8680

SENT ON:

05/02/2024

RECIPIENT:

George Washington Academy

2277 South 3000 East
St. George, Utah 84790

Phone: (435) 673-2232

Salesman : Unkown

93 Mountain Way Dr
Orem, UT 84058

Phone: 801-810-8468

Email: info@shadedglass.com

Website: shadedglass.com

SERVICE ADDRESS:

2277 South 3000 East
St. George, Utah 84790

Product/Service	Description	Total
Defense Lite	Defense Lite for Main Entrance Lobby. 5 Door Windows and 3 Office Windows.	\$6,951.00*

A Non refundable deposit of \$3,500.00 will be required to begin.

* Non-taxable

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Subtotal	\$6,951.00
Utah, Spanish Fork City (0.1%)	\$0.00
Utah State (4.85%)	\$0.00
Utah, Utah County (2.3%)	\$0.00
Total	\$6,951.00



QUOTE #8680

SENT ON:

05/02/2024

Notes Continued...

date of this quote, OR a purchase order stating terms that both parties agree too. Customer is in default for invoices not paid within 30 days. Shaded Glass, LLC ("Company") charges 1 1/2% per month (18% APR) for overdue amounts. In the event of default, Customer further agrees to pay all service charges assessed against Customer, plus all actual attorney fees and collection costs the Company incurs to enforce the terms of this Agreement or to collect money from Customer.

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9. Governing Law.

Utah law governs these Terms and Conditions regardless of conflict of law rules, except where specifically stated otherwise.

10. Severability.



QUOTE #8680

SENT ON:

05/02/2024

Notes Continued...

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v1.3

Signature: _____ Date: _____



QUOTE #8678

SENT ON:

05/02/2024

RECIPIENT:

George Washington Academy

2277 South 3000 East
St. George, Utah 84790

Phone: (435) 673-2232
Salesman : Unkown

93 Mountain Way Dr
Orem, UT 84058

Phone: 801-810-8468
Email: info@shadedglass.com
Website: shadedglass.com

SERVICE ADDRESS:

2277 South 3000 East
St. George, Utah 84790

Product/Service	Description	Total
Ultra S800	99% UV Rejection Film Thickness- 8mils 32,000 PSI -Tensile Strength 87% Visible Light Transmitted Film Warranty- Lifetime Residential, 12 Years Commercial 5 Year-\$500 Glass Breakage warranty per window	\$18,462.50*
Impact Protection Adhesive - White	Adhesive to bond the film to the frame.	\$6,646.50*
Ultra S800	99% UV Rejection Film Thickness- 8mils 32,000 PSI -Tensile Strength 87% Visible Light Transmitted Film Warranty- Lifetime Residential, 12 Years Commercial 5 Year-\$500 Glass Breakage warranty per window	
Defense Lite	Defense Lite for Exterior doors (and side windows in front only)	\$31,950.00*

A Non refundable deposit of \$25,000.00 will be required to begin.



QUOTE #8678

SENT ON:

05/02/2024

* Non-taxable

Terms and Conditions

1. **Payment.** Residential Projects: Customer agrees to pay a NON REFUNDABLE deposit of fifty percent (50%) of the quote amount upon executing this quote and fifty percent (50%) upon completion of the work. If there is a credit card on file we reserve the right to run that card if payment is not made within 30 days. Commercial Projects: Customer agrees to pay a NON REFUNDABLE deposit of fifty percent (50%) deposit upon executing this quote and the remaining balance due thirty (30) days from date of this quote, OR a purchase order stating terms that both parties agree too. Customer is in default for invoices not paid within 30 days. Shaded Glass, LLC ("Company") charges 1 1/2% per month (18% APR) for overdue amounts. In the event of default, Customer further agrees to pay all service charges assessed against Customer, plus all actual attorney fees and collection costs the Company incurs to enforce the terms of this Agreement or to collect money from Customer.

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Subtotal	\$57,059.00
Utah, Spanish Fork City (0.1%)	\$0.00
Utah State (4.85%)	\$0.00
Utah, Utah County (2.3%)	\$0.00
Total	\$57,059.00



QUOTE #8678

SENT ON:

05/02/2024

Notes Continued...

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Customer agrees to save and hold the Company harmless from any claims, demands, liabilities, costs, expenses, or judgments arising in whole or in part, directly or indirectly, out of the negligence or lack of care by Customer or Customer's customers, agents, employees, or invitees involving the use of the material supplied by the Company. This indemnification shall include all costs, attorney fees, and other expenses paid or incurred by or imposed upon the Company in connection with the defense of any indemnity claim.

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v1.3

Signature: _____ Date: _____



PROPOSAL FOR BOARD ACTION

Proposal Title: LEA Specific License: Diane Owen, 7th Grade Science Teacher

Submitted by: Christine Giles

Originating Committee: N/A

Please briefly describe: (1) the situation giving rise to the proposal, (2) the background behind the proposal, (3) your assessment of the situation/background, and (4) your recommendation to the Board.

Situation:

Diane Owen, our seventh-grade math teacher, must secure a secondary science endorsement to maintain her current position. To accomplish this, the George Washington Academy Board of Directors must approve her enrollment in the necessary courses and the time required to complete the licensure process.

Background Information, including a list of reviewing committees:

Diane Owen, our seventh-grade math teacher, currently holds a Utah teaching license and has demonstrated her ambition by proactively beginning coursework in September. This decision followed her meeting with the appropriate representatives from the licensing department at SEDC. To continue in her current position, Diane must obtain an endorsement in secondary science. The George Washington Academy Board of Directors must approve both her enrollment in the necessary courses and the time required to complete the licensure process.

Assessment:

Diane is on track to complete all the necessary requirements well before the three-year deadline set by the state. Thanks to her early planning and proactive effort, she has already begun coursework and has mapped out a clear path to success. Diane is confident that her secondary science endorsement will be earned in a shorter time frame, reflecting her commitment to her professional growth and dedication to maintaining her role at George Washington Academy.

Recommendation:

I strongly recommend that the Board of Directors approve her LEA Specific License. This will allow her to continue her valuable work at George Washington Academy while fulfilling the endorsement requirements.

Please submit this form with all accompanying paperwork to the Board Clerk, Shelbi Kelly, at skelly@gwacademy.org by the 15th day of the month of the Board meeting.