These minutes were approved by the Board of Directors on July 16, 2026

Mission Statement: *"ACADEMICS. LEADERSHIP. COMMUNITY."*

George Washington Academy

Thursday June 25th, 2026
7:00 p.m.

Board Meeting Minutes

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

Continuation of Strategic Planning was held prior to the Board Meeting business. The Board Meeting convened at 7:00pm.

Board Welcome: Shannon Greer, President
Roll Call: Shannon Greer
Prayer: Kevin Peterson
Pledge of Allegiance: Steve Erickson

Board Members Present: Kevin Peterson, Casey Unrein, Laura Snelson, Brady Pearce and Miguel Munoz. Shannon Greer and Sharna Rowe via zoom.

Board Members Not Present: Laura Pressley and Rachel Richins.

Others Present: Steve Erickson, Chance Manzanares, Jaycee Rogers, Debbie Kauvaka, Spencer Adams and Sadie Carter.

Quorum: A Quorum was established.

GWA Year Goals:

- Academics- By the end of the 2025-2026 school year, 85% of students will show growth in math fluency from beginning of year to end of year.
- Leadership- Teachers will lead their own professional development by sharing and modeling best practices in academic instruction and behavior support, fostering a culture of shared leadership and continuous growth.
- Community- Foster a positive school culture that motivates by embedding regular meaningful celebrations that recognize student achievement, personal growth, and staff contributions.

Strategic Planning: Laura Snelson discussed that there are elements of the Strategic Plan Framework that will need to be voted on during the July meeting. She sent out a document in June for the Board to review which shows the Leadership responsibilities for the Strategic Plan. The framework will be built by 3 Core Elements, which are, Academic Excellence, Student Support and Capacity & Sustainability. These elements will contain pillars, sub pillars and strategic priorities. She gave a preview of what the framework will look like and what it contains. She requested that she step down unless there is a formal need for her help at the Leadership level which includes decision making. She will be handing the system over to the Admin team.

Approval of Minutes: Kevin Peterson made a motion to approve the Minutes from the May 14th, 2026 Board Meeting as outlined in the Board Packet. Miguel Munoz seconded the motion. The motion passed unanimously. Those who voted in favor: Kevin Peterson, Casey Unrein, Laura Snelson, Brady Pearce and Miguel Munoz. Sharna Rowe via zoom. Shannon Greer abstained because she was not present for the May meeting.

Public Opportunity to Address the Board:
None

Set time for adjournment:
Kevin Peterson set time for adjournment as 8:45pm.

Teacher Reports: None

Administration Report: Chance Manzanares gave the report. He mentioned that Blake will go over the 25/26 goals and how we met them at the July meeting. Debbie discussed that enrollment projections will be changing in the month of June. The list is changing based on lack of response within the current waitlist and that new names will be added at this time and reached out to. All grades have a waitlist with the exception of 7th grade. This month is also when the school will start to see transfer requests so that will affect the numbers as well. Chance mentioned that the raw data we have that will be finalized closer to Fall, shows that GWA is meeting or exceeding our goals with Rise. This includes ELA, Math and Science. He did not have the information to give an update on the Administration reports due in June.

Financial Report: Spencer Adams gave the report. He reported that we are coming to the end of the fiscal year and everything is looking good and ending comfortably. Ratios on the summary page of the report show a small increase, this is due to making sure we have plenty of funds in the forecast columns. He wants to make sure we avoid any compliance issues. He wants to make sure we have enough funds in the reserve to cover emergencies. He asked the Board Members that when they go to approve the final budget for FY 26, to take notice of the reserves table in the summary, which includes construction costs of $850,000, these will be included in the total expenses. He also mentioned one thing not listed was where the bonds closed today, we now have the cost of issuance which will need to be included in the total expenses, that number is just over $307,000. He wanted to make the Board Members aware of these totals before approving the budget. Casey asked when he will be submitting the final budget to the State.

Spencer answered that the final budget will be voted on today, then he will get it uploaded to the State. There is 30 days from adoption of the budget that it needs to be submitted to the state. The actuals will not be submitted till September. Casey also asked if we could get a balance sheet or dashboard for the construction expenses. Spencer noted that he will include additional columns to cover this information all together and make it easily accessible. Laura asked if funding will be in alignment for the Strategic plan and if she could work with Spencer to plan for this. Spencer said he is willing to meet with Laura to address this.

Committee Reports (3 min each):

- **Policies Committee** – Casey mentioned that there is a volunteer policy being worked on. Will volunteers be covered by workman's comp while in the building, will they be insured and will they be compensated? These are all things being worked on and discussed.
- **Finance Committee –** Nothing to report.
- **Audit Committee** - Nothing to report.
- **Benefits Committee** – Nothing to report.
- **Curriculum Committee** – Jaycee Rogers will be the new committee chair.
- **Outreach Committee** – Nothing to report.
- **Technology Committee -** Nothing to report.
- **LAND Trust Committee** – Our Land Trust Program was selected for a program compliance review audit. July 7th is the deadline for the first phase and questionnaire. He will update the Board as he works through the audit.
- **PTO Committee** – Nothing to report.
- **Board Development Committee** – Board Retreat will be held in July. The focus will be on Public and Open Meetings and Strategic Plan.
- **Campus Management Committee** – Nothing to report.

Discussion and/or Action Items:

- Kevin Peterson made a motion to accept the bid from Ecogreen for Turf Field Maintenance in the amount of $7,250.00.
  Sharna Rowe seconded the motion.
  Miguel and Sharna asked why there was such a large discrepancy in the two different quote totals. Steve answered that because Ecogreen initially installed it incorrectly, that the other companies would have to charge more to fix it. Casey asked if they gave indication of how often they would need to come for maintenance or how many years until full replacement is needed. Steve said that they did not, but initially they said about 15 years, we are currently at about year 5. We are outside of the warranty window. Kevin suggested putting money aside each year to plan for maintenance costs.
  The motion passed unanimously. Those who voted in favor: Kevin Peterson, Casey Unrein, Laura Snelson, Brady Pearce and Miguel Munoz. Shannon Greer and Sharna Rowe via zoom.

- Kevin Peterson made a motion to approve the 2026/2027 IXL Subscription Invoice in the amount of $19,887.50. Brady Pearce seconded the motion.

Casey wondered why there was such a large bump in cost this year. He mentioned asking for a discount like they offered in years past. Steve mentioned that there is a 3-5% increase each year for technology programs. Casey mentioned that this is a 15% increase. Jaycee spoke to a sales consultant who asked if George Washington Academy was interested in upgrading the account. She mentioned if she wondered if that accounted for the increase in price. Jaycee will get clarification if the increase includes the upgraded package or if that would add to the initial quote. It needs to be clarified with IXL why there was such a large increase and if there is anything they can do to work on the cost of the program for the school.
The motion passed unanimously. Those who voted in favor: Kevin Peterson, Casey Unrein, Laura Snelson, Brady Pearce and Miguel Munoz. Shannon Greer and Sharna Rowe via zoom.

- Kevin Peterson made a motion to accept the FY26 Final Budget with the additional cost of issuance for the bond line to be increased by $307,649.
  Casey Unrein seconded the motion. No discussion was held.
  The motion passed unanimously. Those who voted in favor: Kevin Peterson, Casey Unrein, Laura Snelson, Brady Pearce and Miguel Munoz. Shannon Greer and Sharna Rowe via zoom.

- Kevin Peterson made a motion to approve the FY27 Original Budget as outlined in the packet.
  Brady Pearce seconded the motion.
  Kevin wants to be cautious about the teacher salary increase. We are increasing teacher salaries by $407,000. That means 83% of the increase we are getting from the state is being allocated for the teachers. That increase isn't included in the debt already being carried. He is always in support of teachers but he is worried that if the increase continues that we won't be able to afford to keep the building. Shannon mentioned there needs to be a focus on advertising and full classes with full seats. She also mentioned the secret sauce to the school is the teachers so we have to take care of them but we may need to be more frugal in spending. Kevin mentioned there needs to be a realistic expectation while advertising for new teachers coming to GWA so we don't give them a false sense of security or higher expectation of pay.
  The motion passed unanimously. Those who voted in favor with concerns noted: Kevin Peterson, Casey Unrein, Laura Snelson, Brady Pearce and Miguel Munoz. Shannon Greer and Sharna Rowe via zoom.

- Casey Unrein entertained a motion to approve the GWA PTO Policy.
  Kevin Peterson seconded the motion.
  Prior to the Board Meeting Casey sent an email to the Board with the proposed PTO Policy attached. That email can be found at the end of these minutes. Casey said the need for this policy arose after finding that the PTO has not been filing tax returns and is not active according to the IRS. This means that the donations accepted by the PTO can be seen “for profit”. Casey suggests as a short term fix, we allow the donors to give money to the school but allow the PTO to decide where the donations are being used. The school would hold the funds but allow the PTO to be the decision makers. He mentioned that this first step policy would give the PTO security that we are

not taking the funds, that they will have access and control of the donations. He says it has been challenging to finalize this policy because he has not been able to meet with all interested parties to discuss. He did say he foresees a larger policy needing to be put in place in the future that will address larger items such as possible insurance. Miguel mentioned that he has major reservations about the policy. When he went through the risks associated with adopting the policy he found that material misrepresentation issues could cause risks for the school. Miscommunication between the parents, PTO and the Board about fund allocation can lead to lawsuits in the future. The risks include back paying missed taxes, legal and attorney fees which could be very costly. Miguel mentioned that charter schools carry higher risks in this area than many other entities. He mentioned that the way to avoid this would be to have a non profit organization that's legally separate from GWA that is not going to have the same liability that we do. Any possible lawsuits would only affect that entity versus the school as a whole. Miguel and Brady suggested creating a new 501c3 company to create a clean slate and lessen the gray area between GWA and the PTO. These changes could be made within a month or two for the PTO to fully become its own entity. Shannon mentioned that the wait does affect fundraising because it will postpone monies being collected. 25/26 Sponsorships started at the beginning of June, so we are technically behind for the 26/27 school year. She asked if this process could be expedited so the PTO didn't lose so much time with collecting funds for donations. Miguel confirmed that an entity could be formed within 48 hours. After being formed, the PTO entity could immediately start accepting donations. Shannon mentioned that the PTO has expressed that they don't want the financial responsibilities where they are volunteers with no training or experience. Shannon asked if we put these responsibilities onto the Board Clerk, if that can run in tandem with the PTO being its own non profit organization/entity. The Board Clerk would not be paid out of the PTO funds but would be covered by George Washington Academy. There was also concern raised regarding Sadie Carter, current Board Clerk, continuing to raise funds through sponsorship donation, which she has already started for the 26/27 school year. The application states that checks be payable to GWA PTO which raised concern for the Board Members. A decision was made to schedule a Board Meeting for June 29th with Board Members and PTO Members in attendance. The goal is to form a 501c3 and have that running within 48 hours of the meeting. Sponsorship would then be able to resume under the newly formed entity.
Casey Unrein states that there was a large amount of discussion surrounding this topic, he noted that the Board is leaning towards continuing fundraising under GWA directly so we avoid any 501c3 issues. The Board will also talk to the PTO about setting up a new organization and solving this issue. In the meantime the purpose of this motion is to say that the school will fundraise and set those funds aside for a group of parents to vote on.
The motion passed. Those who voted in favor of the policy that was discussed and will be in place until amended: Laura Snelson, Casey Unrein and Kevin Peterson. Sharna Rowe and Shannon Greer via zoom.
Those not in favor: Miguel Munoz and Brady Pearce

Extension of Meeting: At 9:20pm, the Board recognized that the previously established adjournment time of 8:45pm had passed. Shannon Greer made a motion to continue the meeting beyond the scheduled adjournment time. The motion passed unanimously. The Board continued with the remaining agenda items. Those who voted in favor: Kevin Peterson, Casey Unrein, Laura Snelson, Brady Pearce and Miguel Munoz. Shannon Greer and Sharna Rowe via zoom.

Oath of Office: David Stillman was sworn in as a member of the Board of Directors. His term will begin in July.

Hughes Construction Update: Nothing new to report.

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 July 16th 2026.

Adjournment: Kevin Peterson made a motion to adjourn at 9:43pm.

Written by: Sadie Carter

Casey Unrein email containing his proposed PTO Policy:

Hi all,

My apologies for sending this so late.

With the summer travel schedules, progress on the GWA PTO policy has not progressed nearly as much as I had hoped. I have a meeting with PTO leadership and Admin next week.

The comprehensive policy still needs significant polishing (see draft attached) and I want to ensure it works for both parties (GWA and PTO).

In the meantime, in order to provide flexibility for the near future and ensure our clerk can have a path forward for fundraising, I suggest we approve a simple statement of:

PTO Designated Fund
Fundraising collected by GWA
The GWA Board may, from time to time, collect funds from sources and designate those funds to be administered by the PTO.

In these cases, GWA shall treat funds as temporarily restricted for the purpose of being spent on PTO approved activities. GWA will provide the PTO with an accounting of these funds and GWA Admin will work with the PTO to allocate and disperse funds in accordance with PTO planning. Any funds disbursed via this channel must also meet all other GWA policies, including Procurement and Financial Management policies.

Expenditures from funds designated as temporarily restricted for the PTO may not exceed revenues in any fiscal year. Any excess funds from prior fiscal years will be rolled into a restricted PTO Endowment fund. Income from the PTO Endowment fund will be available for PTO regular expenditures. PTO Endowment corpus funds shall be restricted and only available for expenditure via a majority vote of the PTO and GWA Board.

I do note that this path forward has significant operational considerations. It is my hope that the GWA Admin team can help the PTO leadership navigate those. Specifically Debbie has noted:

If GWA is collecting any funds, they would need to be receipted by those authorized to make receipts (front office, etc.), and all cash handling rules for the school would apply, such as depositing within 3 days, etc. This brings up the question of what funds would need to be receipted that the PTO currently does that wouldn't be following school policies, such as PTO dollar day where students bring a dollar to school, Venmo would need to be directly through the school and it's very limited in how it can be set up, etc.

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Casey Unrein
Board Member
George Washington Academy