Salt Lake Arts Academy
Governing Board Meeting Minutes
September 21, 2026

Call to Order

The meeting was called to order in person, with a quorum of four of the board's six members present. A Zoom option was also made available.

Attendance

Board members present: Reid Prentice (Chair), Shantel Stoff (Treasurer), Claudia Geist, Greg Ostrander (Secretary) — all in person
Board members absent: Kelly Goff, Amy Fehlberg
Staff present: Deborah Candler (Chief Administrative Officer/Principal), Nicole Laird (Business Administrator), Whitney Childers (Advancement Director), and Dan Rose (Dean of Students) — all in person; Markell McCubbin (Director of Academic Engagement) — via Zoom
Also in attendance: Sandra Parker — via Zoom

Approval of Minutes

A motion was made to approve the minutes of the August 17, 2026 meeting as presented. The motion passed unanimously.
Moved by: *Shantel Stoff* | ***Seconded by:*** *Claudia Geist*

Bylaws Amendment — Board Size Extension

A motion was made to amend the Bylaws to extend the temporary reduction in the minimum board size (six members) from 45 days to 90 days from August 17, 2026, at the end of which the minimum will increase to seven members. The motion passed unanimously.
Moved by: *Greg Ostrander* | ***Seconded by:*** *Shantel Stoff*

Policy Adoptions

Artificial Intelligence Policy.
A motion was made to approve the Artificial Intelligence Policy as presented, with a recommendation to add section numbering for consistency with other policies. The motion passed unanimously.
Moved by: *Greg Ostrander* | ***Seconded by:*** *Claudia Geist*

Bullying, Cyberbullying, Hazing, Retaliation, and Abusive Conduct Policy.
A motion was made to approve the Bullying, Cyberbullying, Hazing, Retaliation, and Abusive Conduct Policy as presented, with a recommendation to correct a typographical error in the policy title. The motion passed unanimously.
Moved by: *Greg Ostrander* | ***Seconded by:*** *Shantel Stoff*

Attendance Policy.
A motion was made to approve the Attendance Policy as presented, revised to change the absence-reporting window from 48 hours to two school days. The motion passed unanimously.
Moved by: *Shantel Stoff* | ***Seconded by:*** *Claudia Geist*

Principal's Report

Ms. Candler provided an update on the outdoor classroom project, noting a delay related to asphalt work, completed installation of the hammocks, and completed electrical rough-in for the future stage area. A soft opening is targeted for October 30.

Finance Report

Ms. Laird reported that the annual audit is progressing and remains on track, with final findings expected in late October. She reported that FY26 grant reimbursements are being finalized, noted a budget line variance related to a capital invoice for prior construction work, and reported that boiler installation is pending completion over fall break. She also reported that the school's fee policy is under review and will be brought to the board for approval at the next meeting.

Bylaws Amendments — Conflict of Interest and Relationship Exclusion

A motion was made to adopt Bylaws amendments establishing board procedures for trustees with financial conflicts of interest and relationship (romantic) conflicts, as presented. The motion passed unanimously.

Moved by: *Claudia Geist* | ***Seconded by:*** *Shantel Stoff*

Board Training and Compliance

The board discussed upcoming compliance deadlines, including the OPMA certification (due September 30) and Land Trust training (due October 1), as well as a newly identified requirement for trustees to complete a notarized oath of office. No vote was taken.

Board Recruitment

The board discussed the status of trustee recruitment, including a newly updated nomination form posted this week (no applications received to date) and ideas for outreach, including a social gathering to build interest among prospective candidates. No vote was taken.

Public Comment

No requests to speak were received.

Adjournment

A motion was made to adjourn the meeting. The motion passed unanimously.

Moved by: *Greg Ostrander* | ***Seconded by:*** *Shantel Stoff*

The meeting adjourned at 6:38 p.m.

Minutes prepared by Greg Ostrander, Secretary

Approved 10/19/26