Paradigm High Board

Meeting Minutes

Sept. 16, 2026 6:00 pm
11577 S. 3600 W. South Jordan, UT 84095

APPROVED

Zoom link: https://paradigmhigh-org.zoom.us/j/82465085452?pwd=cDdWNXhydDIxUmpoaVkrMDFxZ0hiQT09

In Attendance: Board: Brenda Petru, Gus Velasco, Jamie Smith, Scott Clawson, Amy Clawson, Chris Bambrough, Hollie Cole
Administration: Fernando Seminario, Mallory Woodbury, Noreen Gibbons, Josh Broadbent
Public: Katy Xiques, Notary Public

Welcome and Vote on Board Business

Agenda Item	Presenter	Minutes	Time
Welcome/ Come to Order	Brenda Petru	Board Chair Brenda Petru called the meeting to order at 6:11 PM.	2 min.
Public Comment (by invitation) *Comments limited to 1-3 min each, depending on the number of comments*	Any Public	No public comments were made	10 min.
Board Oath of Office	Brenda Petru	Katy Xiques, Notary Public, administered the Oath of Office to the Governing Board members. Board members affirmed the oath, signed the required oath documentation, and the documents were notarized.	20 min
Mission Minute	Gus Velasco	Gus Velasco presented the Mission Minute, focusing on Paradigm's mission of developing servant leaders. Board members discussed characteristics of effective leadership, including servant leadership, recognizing the inherent worth of students, mentors, and other stakeholders, decisiveness, and the importance of reviewing information in advance so the Board can make informed decisions consistent with its mission, legal, and financial responsibilities.	5 min.

Vote on Director's Report Items

Agenda Item	Presenter	Minutes
Financial Report - Monthly Financial Update – **VOTE** - Land Trust Training and update of Fall Form -CSP Grant Report	Noreen Gibbons	**Monthly Financial Update – August 2026** Josh Broadbent, Business Administrator, presented the August financial report, which had been reviewed with Noreen Gibbons and Fernando Seminario. As of August 31, approximately 17% of the fiscal year had elapsed. Total

		revenue was approximately 19% of budget and total expenses were approximately 18%, with the school reported to be on track. Josh reviewed higher expense areas, including security and camera-system purchases, air-conditioning repairs, technology expenses, and band instruments. The ending cash balance was approximately $1.4 million, representing 71 days cash on hand. Enrollment reflected in the financial report was 432 scholars. The Board discussed conducting quarterly Finance/Audit Committee reviews. The next committee meeting was scheduled for October 27 at 2:00 p.m., in advance of the October Board meeting. Josh also agreed to provide financial reports to Board members in advance of future meetings. **Motion:** Jamie Smith moved to receive the August 2026 financial report as presented. **Second:** Gus Velasco **Vote:** Motion passed. **Land Trust Training and Fall Form Update** Noreen Gibbons provided School LAND Trust training and reviewed the Governing Board's role as the school's Land Trust Committee. Paradigm receives approximately $54,000 annually in School LAND Trust funding. The Board is responsible for reviewing academic data, reviewing and approving the school's proposed use of the funds, and confirming that the funds are used in accordance with the approved plan. LAND Trust expenditures must be tied to academic goals. Paradigm currently uses ACT performance as one measure of academic progress, with funds supporting portions of salaries and benefits for mentors teaching courses related to those goals, including ACT preparation, language arts, mathematics, and science. Administration typically develops the proposed plan and brings it to the Board for review, discussion, and formal approval. Plans include identified academic goals and measurable outcomes. Noreen also reviewed the ongoing reporting and documentation requirements, including recording Board training and completing required submissions throughout the year. **This item was informational and constituted Board training; no Board action was taken.** **CSP Grant Report** Noreen Gibbons provided an update on CSP Grant expenditures and compliance. Approximately $445,000, or about one-quarter of the grant, had been spent and

		submitted for reimbursement. The school is working toward approximately $1 million in expenditures by the end of the calendar year and was reported to be on track. Grant funds have supported approved expenses, including salary and benefit costs, equipment, technology, and other school needs. Noreen explained that budget revisions may be made as actual costs differ from original estimates. The Board was also informed that the school's first CSP monitoring visit had occurred and went well. **This item was informational; no Board action was taken.**
Director's Update - School Update - Enrollment Update - Schola Marketing Update - LEA Specific License Approval: **LEA Specific Secondary Licence with Endorsement:** 1) **Erika Yellowhair** Science 7 and Science 8 endorsement **– VOTE** 2) **Britta Schugk** Science 7 endorsement **– VOTE** **Endorsements only (professional license already):** 1) **Jeff Gessel** Chemistry, Physics, Engineering Principles 1 & 2 endorsements **– VOTE** 2) **Ezra Rojas** Digital Audio 2 CTE endorsement **– VOTE** 3) **Michael Garner** General Financial Literacy endorsement **– VOTE** 4) **Hailey Chavez** Secondary ELA - Creative Writing endorsement **– VOTE**	Fernando Seminario	**School Update** Fernando Seminario provided a general school update. Paradigm has begun its regional accreditation renewal process, which occurs every six years. Administration is currently submitting data and analysis, with additional accreditation activities, including a site visit, anticipated in the spring. Fernando also reviewed continued growth in the school lunch program and efforts to identify scholars who may qualify for free meals. School improvements and initiatives included a new auditorium projector, new gym scoreboards, a large American flag partially donated by a parent, and a schoolwide reading initiative connected to the nation's 250th anniversary and founding documents. Administration also discussed plans for a Washington, D.C. educational trip for juniors, with seniors invited to participate this year. The trip is planned for the spring during simulation days, with final cost dependent on participation and fundraising opportunities. **Enrollment Update** Enrollment was reported at **431 scholars**. Paradigm's current enrollment cap is 630, and the school has received approval for an additional 200 students beginning next school year, increasing its authorized capacity to 830. Administration discussed a long-term goal of approximately 700 on-site scholars, or roughly 100 scholars per grade, with remaining enrollment capacity potentially supporting distance-learning students. Administration has begun planning for the distance-learning program and discussed the possibility of a limited pilot before broader implementation. **Schola Marketing Update** Fernando reviewed Schola's enrollment and outreach activity

for approximately August 26 through September 15. Schola reported **57 new leads and 26 applications**, with continued follow-up to prospective families.

The Board discussed the school's withdrawal survey and the need for additional information regarding why families choose to leave Paradigm. Administration indicated that the survey questions could be revised to provide more useful information regarding withdrawal and retention trends.

The Board also discussed the division of marketing responsibilities. Schola primarily supports outreach and lead follow-up, while Paradigm's internal marketing staff manages advertising, social media, and other marketing materials.

LEA Specific Secondary Licenses with Endorsements

Erika Yellowhair – Science 7 and Science 8

Motion: Jamie Smith moved to approve the LEA-Specific Secondary License for Erika Yellowhair with Science 7 and Science 8 endorsements.
Second: Gus Velasco
Vote: Motion passed.

Britta Schugk – Science 7

Motion: Jamie Smith moved to approve the LEA-Specific Secondary License for Britta Schugk with a Science 7 endorsement.
Second: Gus Velasco
Vote: Motion passed.

Endorsements Only – Professional License Already Held

Jeff Gessel – Chemistry, Physics, Engineering Principles 1 & 2

Motion: Jamie Smith moved to approve the Chemistry, Physics, and Engineering Principles 1 & 2 endorsements for Jeff Gessel.
Second: Gus Velasco
Vote: Motion passed.

Ezra Rojas – Digital Audio 2 CTE

Motion: Jamie Smith moved to approve the Digital Audio 2 CTE endorsement for Ezra Rojas.
Second: Gus Velasco
Vote: Motion passed.

Michael Garner – General Financial Literacy

		Motion: Jamie Smith moved to approve the General Financial Literacy endorsement for Michael Garner. **Second:** Gus Velasco **Vote:** Motion passed. **Hailey Chavez – Secondary ELA, Creative Writing** **Motion:** Jamie Smith moved to approve the Secondary ELA – Creative Writing endorsement for Hailey Chavez. **Second:** Gus Velasco **Vote:** Motion passed.

Vote on Board Committees and Board Items

Agenda Item	Presenter	Minutes	Time
Board Training **Board Committee Updates** - Vacant Board Positions and Offices **– VOTE** - CTE Advisory Committee Discussion - Audit Committee Requirements - Review Calendar for upcoming months	Gus Velasco Brenda Petru Scott Clawson	**Board Training** Gus Velasco led the Board training discussion using *A Thomas Jefferson Education*, Chapter 1. The discussion focused on the need to develop effective leaders and how Paradigm's educational approach supports that mission. Board members discussed recognizing the inherent worth of each individual, providing flexibility for scholars with different learning needs, encouraging independent thought and responsibility, and creating opportunities for scholars to develop leadership skills. The Board also discussed themes from *The Anatomy of Peace*, including approaching others with a "heart of peace," recognizing individual worth, and creating an environment where differing ideas can be expressed and discussed respectfully. The Board clarified that **Charter School Board University** is a separate Board training resource. Chapter 3 will be discussed at the next meeting. The Board also noted that the training schedule should be updated to reflect the addition of new Board members. *The Anatomy of Peace* is planned as a Board training reading assignment for next school year. **This item was informational; no Board action was taken.**	30 min.

Closed Session			
Agenda Item	**Presenter**	**Minutes**	**Time**
<u>Executive/ Closed Session</u> – **Closed session to discuss: 1 Items** *The character, competence, or physical or mental, health of an individual* ***OR*** *Consultation with an attorney for litigation or possible litigation* ***OR*** *Conducting public business with competitive or bargaining implications* **Possible Vote after closed session: VOTE**	Fernando	**Closed Session** Jamie Smith moved to enter a closed session at **8:12 p.m.** for the purpose of discussing public business with competitive or bargaining implications. Amy Clawson seconded the motion. **Roll-Call Vote:** Brenda Petru – Yes Gus Velasco – Yes Jamie Smith – Yes Scott Clawson – Yes Amy Clawson – Yes Chris Bambrough – Yes Hollie Cole – Yes **Vote:** Motion passed. The Board entered closed session at **8:12 p.m.** The closed session was recorded. **Motion:** Amy Clawson moved to leave closed session. **Second:** Jamie Smith **Vote:** Motion passed. The Board returned to open session at **8:28 p.m.** No Board action was taken following the closed session.	30 min.

Adjournment			
Agenda Item	**Presenter**	**Minutes**	**Time**
Next Meeting: October 28, 2026	Brenda Petru	The Board returned to open session and adjourned at approximately **8:28 p.m.**	

BOARD MEETING AGENDA INFORMATION

In Attendance
Board: Brenda Petru, Gus Velasco, Jamie Smith, Scott Clawson, Amy Clawson, Hollie Cole, Chris Bambrough
Administration: Fernando Seminario, Mallory Woodbury, Noreen Gibbons, Alicia Griffin, Josh Broadbent (Red Apple)

Board Members and Tenure
Brenda Petru 2022 (?)
Jamie Smith (2022?)
Gus Velasco (October 2024)
Scott Clawson (October 2024)
Amy Clawson (October 2024)
Chris Bambrough (August 2026)
Hollie Cole (August 2026)

Possible Board Policies:
Smiths Assignments: Scholarship Committee:
Executive Committee: New board members
Marketing/Enrollment Committee -

Current Committees: (Updates begin in July)
Executive Committee (Brenda Petru, Gus Velasco, Hollie Cole)
Curriculum Committee (Jamie Smith, Alicia Griffen)-Invite a couple of parents to be on the curriculum

Legally Required Committees:
Land Trust (Full Board)
CTE Advisory Committee (Full Board plus Director CTE and Alicia Griffin)
Audit Committee (Brenda Petru (Chair) Scott Clawson(Treasurer), and Gus Velasco (Vice Chair)
(Doubles as our Finance Committee)

Other Committees As Needed
Mentor Appreciation Committee (Jamie Smith, Amy Clawson) with Gus Velasco and Scott Clawson helping to execute.
New Board Member and Governance Training, Policy, and Calendar, Committee (Jamie Smith, Scott Clawson)

Schedule of Board Member Assignments
Board Training:
April - Brenda
May- Brenda, June- Jamie, August- Scott, September- Gus (Create new schedule)
New Schedule as Of 9/20226:

Order	Board Member	CSB University Chapter
1	Brenda	Chapter 4
2	Jamie	Chapter 5
3	Scott	Chapter 6
4	Gus	Chapter 7
5	Amy	Chapter 8

6	Chris	Chapter 9
7	Hollie	Chapter 10

Mission Minute:
April- Brenda, May- Jamie, June - Scott, August- Gus, September- Britta (Create new schedule)

Closed Session language

Executive/ Closed Session

Closed session to discuss:

- The character, competence, or physical or mental health of an individual or
- Consultation with an attorney for litigation or possible litigation or
- Conducting public business with competitive or bargaining implications or
- Property acquisition, location or expansion or
- School violence response plans or anti-terrorism plans.

(VOTE)

Officers
Chair- Brenda Petru (Sept 2024)
Vice-Chair- Gus Velasco (August 2025)
Secretary -Hollie Cole (August 2026)
Treasurer - Jamie Smith (October 2025)