



Lakeview Academy Board of Trustees Meeting
August 17, 2023, at 6:30 p.m.
Minutes

The mission of Lakeview Academy is to develop Capable, Confident, and Contributing members of society through learning experiences that foster growth, creativity, and character development.

The purpose of the board, on behalf of the citizens of Utah, is to see to it that Lakeview Academy (1) achieves what it should according to the Lakeview Academy Charter and state laws and (2) avoids unacceptable actions and situations.

Supporting Documents, Recordings, Minutes, and Financial Reports may be found a one of the following lakeview-academy.com, the Utah public notice website, or by emailing bot@lakeveiw-academy.com.

1. Welcome and Roll Call at 6:42 p.m.

Alan Daniels, Joylin Lincoln, Daniel Dunn, Tina Smith, Jones Dias, Rick Veasey, Nicole Desmond and Derek Andrews

Excused Tyler Shimakonis, Lindsay Condie will arrive late,

2. Pledge of Allegiance

3. Reports

a. Director's Report

Rick Veasey reported an update on starting school. We are fully staffed. Our enrollment for the start of the school year is 992, we are full in grade 2nd – 8th, enrollment in 9th is low due to Cedar Valley still serving 9th graders, 9th grade currently has 62 students. It is very unusual that K, 1 are currently enrolled at 96 students.

Joylin wondered if the low Kindergarten enrollment is due to surrounding schools providing all day Kindergarten.

Rick Veasey reported that all day kindergarten does not appear to be a huge factor, the opening of John Hancock does appear to be a bigger factor. We have exhausted the weight list for grades 7, 8, and 9.

We have had a great start to the year and have begun benchmark testing. I anticipate sharing that data with the board in September.

b. Board Member Reports

Joylin Lincoln, Lindsay Condie and Alan Daniels attended the welcome back professional development with the teachers on day two of their contract.

c. Board Updates

- i. Workers Compensation Insurance Policy
- ii. Select Health Employee Benefits, Summary of Employee Principal Rates

d. Financial & Accounting Reports

- i. Financial Scoreboard
- ii. Annual Financial Metrics
- iii. Balance Sheet Report
- iv. Income Statement Report
- v. Consolidated Annual Program Report (APR)
- vi. Check Register Report
- vii. P-Card Purchase Reports
- viii. Aegis Quarterly Report (January-March 2023)

Daniel Dun reported that the stats cash on hand is 173 days. There is not any surprises in the report.

Nicole Desmond the days cash on hand will drop next month because it will be based on this year's budget as opposed to last year's budget. We are currently in the middle of our audit and not anticipating any problems. We underspent what was predicted last year.

Jones Dias asked if there an issue if we do not spend what we predicted.

Nicole Desmond indicated that the school spends according to our needs. We need to end with a surplus to meet our bond requirements.

Daniel Dunn - we follow federal education requirements, which are slightly different than a typical business.

Tina Smith had a few questions about several line items: 155 and 156 – instrument cleaning and field rentals.

Nicole Desmond - the account had the wrong heading but is accounted correctly.

Rick Veasey what is our bottom line in our accounts

Nicole Desmond - 4 million in operations, and 1 million in investments.

Nicole Desmond - I have not had any compliments about the benefits offerings this year.

Lindsay Condie arrived at 7:00 p.m.

Motion to Accept the Financial and Accounting Reports

Tina Smith made a motion to accept the financial and accounting reports. The vote was 3 yes (Dunn, Lincoln, Smith) – 0 no. – 1 abstain (Condie). The motion passes.

4. Public Comment: The public may address any issue unrelated to items already on the agenda. Participants are asked to state their names for the official minutes, and please be concise. If you cannot attend the meeting, you may email your comments to bot@lakeview-academy.com to be included in the minutes. Please submit your comments by 5:00 p.m. the day of the meeting. No public Comment

5. Consent Agenda

- a. Minutes June 22, 2023
- b. Physicians Contract, Emergency Medication

Joylin made a motion to move item a Minutes June 22, 2023, from the consent agenda to action item e. The vote was 4 yes (Dunn, Lincoln, Condie, Smith) – 0 no. The motion passes.

Joylin made a motion to approve the consent agenda (b. Physicians Contract, Emergency Medication). The vote was 4 yes (Dunn, Lincoln, Condie, Smith) – 0 no. The motion passes.

6. Action Items

- a. Small School Expansion Application

Rick Veasey explained the difference between a traditional expansion and a small school expansion. He is proposing to do a small school expansion. This would allow us to baby step into a larger expansion. The benefit of this would be to not have to ramp up all at once. The deadline for the small school expansion is September 1, 2023. The larger school expansion application will be released later this fall.

Lindsay Condie - so the application is for a monetary amount or permission.

Rick Veasey - this would allow us to increase our enrollment from 1000 to 1050. We would probably enroll in K and 1st and then let these students bubble up through the school. We could also look at where families still have students on the wait list. Joylin Lincoln was wondering if the expansion would be on this campus or in Eagle Mountain.

Rick Veasey we could explore both options.

Alan Daniels is there any negative if we approve this and then choose not to use it?

Rick Veasey it would be best if we choose not to use them, that we surrender the seats back to the state.

Tina Smith will this appear on the SCSB agenda or is it an administrative approval.

Joylin Lincoln - we believe that this will be on the SCSB agenda in September.

Tina Smith wondered if we have a current expansion plan.

Alan Daniels - we have explored several options including expanding on this property or the Eagle Mountain.

Rick Veasey - the reason for the expansion is to offer what we have to additional students.

Alan Daniels - will we have enough students to fill a large expansion on this campus?

Joylin Lincoln respond that the numbers exist to support an expansion.

Rick Veasey asked that whoever makes the motion to included that we are asking for 50 students in this expansion application.

Tina Smith made a motion to approve the Small School Expansion Application requesting 50 additional students for the 2024-2025 school year. The vote was 5 yes (Daniels, Dunn, Lincoln, Condie, Smith) – 0 no. The motion passes.

- b. Lakeview Academy 2023-2024 Early Learning Plan

Rick Veasey reported the Early Learning Plan has been preapproved by the state. Our Early Learning Plan contains our goals literacy and math for the next school year. We request that the board will also approve these goals. The board may also set larger goals in the end/results policies.

Tina Smith wondered how we spend the funding allocated from this program.

Rick Veasey the funding generates staff salaries for a coach and paraprofessionals. We have changed the names of our coaches this year and split the responsibilities by subject vs grade band.

Lindsay Condie made a motion to approve the Lakeview Academy 2023-2024 Early Learning Plan. The vote was 4 yes (Dunn, Lincoln, Condie, Smith) – 0 no. The motion passes.

- c. Lakeview Academy Special Education Policies and Procedures Manual

Rick Veasey this is a standard procedural for the board to approve this manual. The state has approved the manual as presented.

Tina Smith asked how many students we are currently serving through Special Education.

Rick Veasey we typically service around 12%-15% of our students in the Special Education program.

Derek Andrews – how do we serve students who are accelerated.

Rick Veasey responded that the charter takes care of this. We differentiate and scaffold for all students throughout the building.

Joylin Lincoln made a motion to approve the Lakeview Academy Special Education Policies and Procedures Manual. The vote was 4 yes (Dunn, Lincoln, Condie, Smith) – 0 no. The motion passes.

d. Financial Oversight Policy

Joylin Lincoln the Financial Oversight Policy was tabled in our May meeting due to lack of time.

Nicole Desmond this policy has been reviewed by the policy committee.

Tina Smith wanted everyone to be aware that the changes that were made were in red.

Daniel Dunn made a motion to approve the Lakeview Academy Financial Oversight Policy include changes in red and the change of the school's name. The vote was 4 yes (Daniels, Dunn, Lincoln, Condie, Smith) – 0 no. Motion Passes.

Joylin Lincoln made a motion to table item 7 closed session until after item 8 board business. The vote was 4 yes (Daniels, Dunn, Lincoln, Condie, Smith) – 0 no. The motion passes.

7. Board Business

a. Board Member Appointments/Board Member Composition Analysis

Tina Smith introduced the board member composition analysis tool that she has previously used.

Joylin Lincoln thinks the tool will be useful but our number one priority currently is a secretary.

Tina Smith this tool helps us shift from getting someone on the board to what we need.

Joylin recommends that we fill it out by next meeting.

Alan Daniels suggested we fill it out tonight and he will compile it. We are still currently looking for an assistant board secretary. We have a few we can still interview from this summer as well as a few new applicants. I would like to reach out and ask them specifically about the assistant secretary position. If there is interest, we can interview in September.

b. Board Committee Discussion

Joylin Lincoln requested we use this as a template to create the following committees for the 2023-2024 school year

Procurement/Audit

Policy

Expansion

Tina Smith volunteered to create the documents for the committees. If you have any additional thoughts, please email Tina Smith by the 1st.

Alan Daniels will share out with the Lakeview community the opportunities to serve on a committee or as an assistant board secretary.

c. Enhancement Updates

i. 9/6/23 1st Grade Field Trip

ii. 9/7/23 3rd Grade Field Trip

iii. 9/19/23 7th Grade Field Trip – Neptune park to look at making a model of the pyramid.

d. Training Updates

i. Board Chair Training (UAPCS) September 20th 5:30-6:60

ii. Administrative Lunch Seminar (UAPCS) September 20th 12:00-1:00

iii. Regional Administrative Retreat (UAPCS) September 25th Farmington

iv. Regional Administrative Retreat (UAPCS) April 22nd

e. Board Calendar

Joylin Lincoln made a motion approve the board calendar with a 6:30 start time. The vote was 4 yes (Dunn, Lincoln, Condie, Smith) – 0 no. The motion passes.

f. Conflict of Interest Forms

Tina has received conflict of interest forms from almost all board members. If you have not turned yours in see Joylin Lincoln.

8. Closed Session

- a. A motion to enter a closed session per Utah Code 52-4-205 to discuss litigation matters, acquisition of real property, or authorized personnel issues. (all motions, except the motion to exit the closed session, will be made in an open meeting)

Joylin Lincoln made a motion to enter a closed session per Utah Code 52-4-205 to discuss litigation matters, or authorized personnel issues.

Condie, Aye

Daniels, Aye

Dunn, Aye

Lincoln, Aye

Smith, Aye

The motion passes.

- b. Return to Open Meeting 8:27
- c. Action may be taken regarding litigation matters
No Action was taken
- d. Action may be taken regarding authorized personnel issues
No Action was taken

9. Action Items

- a. Minutes June 22, 2023

Alan explained that that Daniel Dunn made the motion to appoint Jones Dias as board assistant treasure

Tina Smith made a motion approve the minutes for June 22, 2023, with the change of Daniel Dunn not Tyler Shimakonis making the motion to appoint Jones Dias as the board assistant treasurer. The vote was 4 yes (Dunn, Lincoln, Condie, Smith) – 0 no. Motion Passes.

10. Adjourn

Daniel Dun moved to adjourn.

DRAFT