



Board of Trustees
12/14/2023 03:00 PM
Anchor Location: 1353 W 760 N
Orem, Utah 84057
This meeting was held via teleconference.

MEETING MINUTES

[CLICK HERE TO WATCH THE LIVE BROADCAST.](#)

Attendees

Voting Members

- Ms. Karen Aston, President
- Ms. Amber Wright, Treasurer
- Ms. Nancy Willison, Board Member

Excused Members

- Ms. Rachel Skinner, Vice President
- Ms. Nicole de la Vega, Board Member

Others In Attendance:

- Kristy Gordon, Chief Administrative Officer
- Jonathan Seal, Director Grades 9-12
- Amy Hart, Director Grades K-8
- Dawn Benke
- Krystal Taylor
- Hannah Dorius
- Platte Nielson
- Janey Stoddard

1. Board Meeting Welcome and Roll Call

Karen Aston called the Board of Trustees meeting to order at 3:05PM.

2. Pledge of Allegiance

3. Public Comment

No public comment.

4. Consent Calendar

a. October 12, 2023 Board Meeting Minutes

Motion: I move to approve the October 12, 2023 Board Meeting Minutes with the changes discussed.

Motion made by: Ms. Nancy Willison

Motion seconded by: Ms. Amber Wright

Voting:

Ms. Karen Aston - Yes

Ms. Amber Wright - Yes
Ms. Nancy Willison - Yes

5. Reports

a. Administrative Report

Jonathan Seal presented the administrative report. They did an audit of their firewall and filters to increase the safety and security of the students. Enrollment is still fluctuating with 30+ students scheduled to start in January. It is anticipated there will be 490 students at the start of January. Amy Hart reviewed a special education audit. They reviewed 20+ files with only 3 minor corrections.

b. Finance Report

Dawn Benke presented the Finance Report. 42% of the school year is over and the budget is on track with that. Federal reimbursements will come in later in the year. Dawn Benke is optimistic about the income of the school even before the federal reimbursements are received. Cash is up this year compared to last year. Overall, Lumen Scholar Institute was under the budgeted amount for yearly expenditures.

6. Board Business

a. Policy Amendments

i. Policy 0565: Rescind Reuse and Disposal of Textbooks Policy

The board read the summary of the recommendation to rescind the Reuse and Disposal of Textbooks Policy. The board received a copy of the summary and current policy. It was recommended to rescind it based on the change in a law that does not require it anymore.

Motion: I move to rescind the Reuse and Disposal of Textbooks Policy.

Motion made by: Ms. Amber Wright

Motion seconded by: Ms. Nancy Willison

Voting:

Ms. Karen Aston - Yes

Ms. Amber Wright - Yes

Ms. Nancy Willison - Yes

ii. Policy 1005: Head Injury and Concussion Policy

Platte Nielson explained the need for an update to the Head Injury and Concussion Policy. He updated the code sections and the regulations to be up-to-date. If a student has a concussion, they are required to be assessed by a healthcare professional before returning to school. The board received a copy of the Head Injury Policy for their reference.

Motion: I move to approve amendments to the Head Injury and Concussion Policy.

Motion made by: Ms. Amber Wright

Motion seconded by: Ms. Nancy Willison

Voting:

Ms. Karen Aston - Yes

Ms. Amber Wright - Yes

Ms. Nancy Willison - Yes

b. ETS - Emergency Contract

Jonathan Seal recommended to the board that they switch to ETS for tech support. ETS has more competitive rates. ETS will handle their network, devices, backend, set-ups, firewall, and more. They plan to use them on a trial basis through the end of 2023 before they conduct an RFP process.

Motion: I move to approve the ETS - Emergency Contract.

Motion made by: Ms. Karen Aston

Motion seconded by: Ms. Nancy Willison

Voting:

Ms. Karen Aston - Yes

Ms. Amber Wright - Yes

Ms. Nancy Willison - Yes

c. Technology Support Software and Systems

Jonathan Seal presented to need to add technology support for software and systems to the contract with ETS. ETS bundled licenses like firewall software and the Microsoft suite into the agreement to support licensing.

Motion: I move to approve Technology Support Software and Systems.

Motion made by: Ms. Nancy Willison

Motion seconded by: Ms. Karen Aston

Voting:

Ms. Karen Aston - Yes

Ms. Amber Wright - Yes

Ms. Nancy Willison - Yes

d. Board Seat Openings

This item was tabled.

e. Board Bylaws Amendment

Platte Nielson explained the changes to the bylaws. The bylaws were simplified to be more standard. Board composition and parent election requirements were removed. Board members are appointed instead of being elected by parents. The requirement to hold committees was also removed. Committees may still be formed if need be.

Motion: I move to approve Board Bylaws Amendment.

Platte Neilson left the meeting at 3:44PM.

Motion made by: Ms. Nancy Willison

Motion seconded by: Ms. Amber Wright

Voting:

Ms. Karen Aston - Yes

Ms. Amber Wright - Yes

Ms. Nancy Willison - Yes

f. Calendaring

The next meeting is scheduled for January 18th, 2024.

g. **Closed Session: to discuss the character, professional competence, or physical or mental health of an individual pursuant to Utah Code 52-4-205(1)(a).**

Motion: At 3:46PM I make a motion to move into closed session to discuss the character, professional competence, or physical or mental health of an individual pursuant to Utah Code 52-4-205(1)(a) with an anchor location at Lumen Scholar Institute.

Motion made by: Ms. Karen Aston

Motion seconded by: Ms. Amber Wright

Voting:

Ms. Karen Aston - Yes

Ms. Amber Wright - Vote Not Recorded

Ms. Nancy Willison - Vote Not Recorded

7. School LAND Trust Council

No discussion was held.

8. Adjourn

Motion: At 4:04PM I make a motion to move out of closed session and to adjourn.

Motion made by: Ms. Karen Aston

Motion seconded by: Ms. Nancy Willison

Voting:

Ms. Karen Aston - Yes

Ms. Amber Wright - Yes

Ms. Nancy Willison - Yes