



Lakeview Academy Board of Trustees Meeting
January 11, 2024 at 6:30 p.m.
527 W 400 N Saratoga Springs, Utah

Lakeview Academy Mission:

Develop Capable, Confident, and Contributing members of society through learning experiences that foster growth, creativity, and character development.

Lakeview Academy's Board of Trustee Role:

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.

1) Welcome and Roll Call at 6:39 PM

IN PERSON ATTENDANCE: Alan Daniels, Rick Veasey, Tina Smith, Jones Dias, Daniel Dunn, Joylin Lincoln

ONLINE: Lindsay Condie

ABSENT: Tyler Shimakonis

COMMUNITY MEMBERS: Anne Bills, Kim Thompson, Kaylin Sims

2) Pledge of Allegiance

3) Board Business

i. Alan: Attended Arts night in December 2023

ii. Tina: Met with Kassy to do assistant secretary training and get things set up.

4) Reports

a) Director's Report

i. Offered to answer board questions regarding the report

ii. New Reading Curriculum: According to Senate Bill 127, schools are now required to adopt an approved reading curriculum. The current reading curriculum is not on the list. The Reading Specialist is looking into the new curriculum and following LVA curriculum policy. RS will be reviewing the curriculum and holding potentially three public hearings soon. This will be an action item on the February agenda. We will likely use this year's surplus to purchase the curriculum, mitigating the financial burden on next year's budget. Admin anticipates ordering the curriculum so it arrives before the school year is over, so teachers can unbox it and get comfortable with it before the training. Training for the new reading curriculum will account for a large portion of the professional development dollars already in the budget for next year.

iii. Kindergarten: Rick shared a Google doc called "LVA Enrollment Plan" with the board regarding K-9 enrollment projections over the next several years compared to current SY24 numbers. The expansion committee already has this information. Depending on the expansion's approval and what the expansion committee recommends, the board can then determine the specific details on the future growth of the school.

Currently, the school only offers AM & PM half-day Kindergarten. Families who enroll at Lakeview next year will have the option to attend an all-day kindergarten. A survey was sent to parents. It showed that 75% preferred all-day kindergarten, and 25% preferred part-day kindergarten. The Admin is considering various options and will notify the parent community once decisions are finalized. A Lakeview team was sent to visit other schools who offer all-day kindergarten and gather logistical and operational data to assist in the decision process. Potential schedule options and offerings were discussed. Admin informed the Board that the state legislature now required kindergarteners to start and end school on the same day as other students. Previously, LVA started kinder students a week later because of testing. Briefly discussed the current enrollment impact of LVA NOT offering for the 2023-24 school year.

There is pressure on Lakeview to hear and respond to the community's desire for an all-day kindergarten program.

Discussion took place regarding the support that aides currently provide in every classroom and in the potential new all-day kindergarten program.

b) Board Member Reports

i. Joylin: Attended meetings and met with Rick in her new role.

ii. see board business above.

c) Committee Reports

i. The Expansion Committee has met twice. They have discussed what the steps are and the precursors to get to those steps. Some steps discussed were requesting an affordability analysis, a survey to gather feedback on how stakeholders feel we are doing on accomplishing the goals of the charter and asking them for feedback on prioritizing the 'what ifs' of the expansion. This will help with the RFP process so we can be specific about the project. The survey will be sent out after the state approves the enrollment expansion on January 18th.

ii. The committee will work to finalize the financial advisor contract. Committee briefly discussed the details of the current contract and if there is a need to RFP for a new contract. Committee will look into the law and definitions and discuss them before making a recommendation to the Board. This information will be presented to the board before being asked to vote.

iii. The committee is also working to determine the outside consultants needed for this project and any corresponding RFP for those responsibilities pending the approval by the SCSB on LVA's enrollment expansion on January 18th.

iv. The committee briefly discussed and asked for clarity on the committee's role in addressing specific real estate needs in conjunction with the potential expansion.

d) Oct. & Nov. Financial & Accounting Reports

- i) Financial Scoreboard
- ii) Annual Financial Metrics
- iii) Program Report
- iv) Balance Sheet Report
- v) Income Statement Report
- vi) Check Register Report
- vii) P-Card Purchase Reports

Daniel Dunn said that the scoreboard, current performance metrics, and track calculator are in a healthy position in terms of ratios and metrics for both the bond and the state. No concerns were expressed and LVA's budget is tracking for this time of year. Reviewed financial reports for both October and November.

Daniel asked if there were any questions or concerns from the board. None were asked.

Motion by Joylin Lincoln: Move to accept the financial reports.

Yes Vote: Joylin Lincoln, Lindsay Condie, Tina Smith, Daniel Dunn

No Vote: None

Abstain: Alan Daniels

5) 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 no later than 5:00 p.m. before the start of the meeting.

a) None

6) Consent Agenda

a) Minutes November 9, 2023 (page 46)

Motion by Joylin Lincoln: Move to accept the consent agenda

Yes Vote: Joylin Lincoln, Lindsay Condie, Tina Smith, Daniel Dunn

No Vote: None

Abstain: Alan Daniels

Passes.

7) Action Items

a) Board Committee Appointments

Tina moved to appoint Peter Chamberlin for a one-year term, Austin Hanks for a two-year term as the parent representative, and Craig Codero as the teacher representative for a one-year term. Alan asked if it needed to be discussed further. No comments.

Yes Vote: Joylin Lincoln, Lindsay Condie, Tina Smith, Daniel Dunn

No Vote: None

Abstain: Alan Daniels

Passes.

i) Expansion

Now that the expansion committee has been selected, we will speak with them next month

ii) Audit

Now that the expansion committee has selected its members, we will wait for more feedback which should be put together in time, and can make a selection for the next meeting.

Motion by Tina Smith: Moved to enter a closed session to discuss litigation matters and personnel issues per Utah Code 52-4-205. (all motions, except the motion to exit the closed session, will be made in an open meeting.)

Tina Smith: Aye

Joylin Lincoln: Aye

Lindsay Condie: Aye

Alan Daniels: Aye

Daniel Dunn: Aye

The Board Entered back into an open meeting at 8:10 p.m.

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.)
- b) Return to Open Meeting
- c) Action may be taken regarding litigation matters
- d) Action may be taken regarding authorized personnel issues

9) Adjourn at 8:13 p.m.

Motion by Tina Smith: Moved to Adjourn

Supporting Documents, Recordings, Minutes, and Financial Reports may be found at lakeview-academy.com, the Utah Public Meeting Notice website, or by emailing bot@lakeveiw-academy.com.

Lakeview Academy Board Meeting

Public Comment and Pattern of Formality Guidelines

The following guidelines were taken from Robert's Rules of Order and modified by Lakeview Academy.

Public Comment

1. During the agenda under the Public Comment section, the public may address any issue not related to items already on the agenda. Please state your name for the official minutes. Please be mindful of the length of the board meeting and limit your comments to two minutes.
2. After the board has introduced and debated an item, the President will call for public comment on that item only. Each public attendee shall have the opportunity to speak two times on the same issue on the same day. It shall proceed that everyone will be given their first opportunity to speak before anyone is given their second opportunity.
3. To maintain order, if someone from the public is out of order, the President will verbally counsel them by calling, "point of order."

Order of Debate

1. The sponsor will introduce the item, if the sponsor is not present, then the President will assign someone to do the introduction.
2. Members debate the item (unless no one wishes to discuss it). Each member is allowed two separate opportunities to speak on the item.
3. The President will then open the item up for Public Comment following the directions in the public comment section 2.
4. The item will be opened up to the Board for additional debate if necessary.
5. A member makes a motion by saying, "I move that...", if it is long, it should be prepared in writing and given to the President or Secretary. If no motion is made, the item dies, and no further debate will occur.
6. Another board member may amend the motion. If the motion is amended, the President asks if there is any objection to adopting the amendment. If no objection is made, the chair may declare the amendment adopted. However, if even one member objects, the amendment is subject to debate and vote like any other motion.
7. If the motion is amended, the President may open it up to further board comment if necessary.
8. The President will then call the question and take a vote on the item.
9. The President announces the vote.

Pattern of Formality

1. The President should be addressed as Mister or Madam President as appropriate.
2. Wait to be acknowledged verbally or with a nod by the President before speaking.
3. Speak only to the President or through him/her.
4. Avoid personalizing an issue; speak to the subject, not the person you disagree with. An example would be if you believe something said to be untrue, you would say, I believe the member is mistaken instead of saying something was a lie.
5. If anyone breaches Robert's Rules or speaks out of turn, it is called a "Point of Order" and will be corrected by the President or any other board member who catches it. One would say, "Point of Order." The President would acknowledge the person, and they would say what breach occurred. The President would then say, "The point of order is well taken," or is unfounded, "The point of order is not well taken."

Questions Board Members Consider When Making Decisions

1. How will the decision affect the school?
2. How does this decision relate to our mission statement and philosophy?
3. What's the potential for legal problems if I vote yes? What if I vote no?
4. Does this decision affect:
 - The students and families we serve. How?
 - Lakeview Academy's staff? How?
 - The community? How?
 - The Board of Trustees itself? How?
 - Is the impact on any of these groups negative? If it is, will the decision benefit significantly more people than it will harm?
5. Have we voted on this matter before? If yes, why are we considering it again? How have the conditions changed?
6. Do I have all the necessary information to make a sound decision? What questions should I ask before making this decision?
7. If someone asked me to justify why I made this decision, can I explain my decision?