



Governing Board Meeting

Date: February 15, 2024

Time: 7:00 PM

Location: Junior High – Building 2; 1228 West 2185 South, Woods Cross, UT 84087

Mission Statement

Legacy Preparatory Academy will cultivate intellectual and moral virtue according to classically based pillars of truth, goodness, and beauty.

Online Access:

<https://us02web.zoom.us/j/82699850897?pwd=bn9CcnhuYTFQSE94ZmxWYUorRmFSZz09>

AGENDA

BUSINESS OF THE GOVERNING BOARD

OPEN MEETING: ROLL CALL AND WELCOME

- Public Comment
 - Fee Schedule and Fee Waiver Policy
- New Hires
 - Matt Messick – On call sub
 - Lindsay Kelsey – 1st grade
- Consent Agenda
 - January 18, 2023, Board Meeting Minutes

COMMITTEE REPORTS

- Audit Committee
- Policy and Governance Committee
- Executive Committee
- Communication Update
- Academic Excellence Committee

FINANCIAL REPORT

- Financial Report Review
 - Finance Committee report

DISCUSSION & VOTING ITEMS

- Non-Reoccurring and/or Not Previously Approved Purchases Over \$20,000
- LEA Specific License

In compliance with the Americans with Disabilities Act, persons needing auxiliary communicative aids and services for these meetings should call 801-444-9378. One or more members of the board may participate electronically or telephonically pursuant to UCA 52-4-207.



BUSINESS OF ADMINISTRATION AND STAFF

DIRECTOR'S REPORT

- Operations Report
- Education Report

CALENDARING

- Next Board Meeting Thursday, March 21, 2024, at 7:00 PM

CLOSED SESSION (This closed meeting may take place at the beginning and/or conclusion of the meeting): To discuss character, professional competence, physical or mental health of an individual (employee or student), and any of the following topics, if necessary: strategy sessions to discuss the purchase, exchange, lease or sale of real property; collective bargaining; or pending litigation, or other matters appropriate pursuant to statute(s).

ADJOURN

LPA Governing Board:

2024: Lee Peterson (Member), Anna Mark (Vice Chair), John Cook (Member)

2025: Al Pranno (President), Jim Collings (Member)

2026: Alisha Johnson (Treasurer), David Ray (Secretary)

Proposed Legacy Preparatory Academy 2024-2025 Student Fee Schedule

The following student fees may be assessed to students of Legacy Preparatory Academy as follows:

REQUIRED FEES (For all fully and partially enrolled students in grades 7-9)		
GRADE	FEES FOR COURSE AND ACTIVITY SUPPLIES AND EXPENDITURES FUNDED BY FEES (SPEND PLAN)	TOTAL FEE
7-9	<ul style="list-style-type: none"> ● Required Class Supplies: \$50 ● Student Activity Supplies: \$30 	\$80

FEES FOR OPTIONAL CURRICULAR AND CO-CURRICULAR COURSES AND PROGRAMS (For all fully and partially enrolled students in grades 7-9)		
FEE DESCRIPTION	EXPENDITURES FUNDED BY FEE (SPEND PLAN)	TOTAL FEE
Art – 3D	<ul style="list-style-type: none"> ● Assorted art supplies 	\$40/semester
Art – Drawing 1 & 2	<ul style="list-style-type: none"> ● Assorted art supplies 	\$15/semester
Art – Foundations	<ul style="list-style-type: none"> ● Assorted art supplies 	\$25/semester
Band – Concert	<ul style="list-style-type: none"> ● Fees paid to LPA: general band supplies, t-shirt, guest instruction (\$50) ● Fees paid to third-party vendor: instrument rental (up to \$450) 	\$500
Band – Wind Ensemble	<ul style="list-style-type: none"> ● Fees paid to LPA: general band supplies, t-shirt, guest instruction (\$65) ● Fees paid to third-party vendor: instrument rental (up to \$450) 	\$515
Band – Instrument Rental	<ul style="list-style-type: none"> ● Replacement share 	\$50/semester
Dance – Ballroom	<ul style="list-style-type: none"> ● Fees paid to LPA: jacket and shirt, costume and supplies, team travel, individual/team entry fees (\$430) ● Fees paid to third-party vendor: shoes (boys and girls), leotard (girls) (\$70-\$144) 	\$574
Dance – Social	<ul style="list-style-type: none"> ● Fees paid to LPA: winter and spring competition supplies (\$10/semester) ● Fees paid to third-party vendor: shoes (up to \$42) 	\$52/semester

Dance – Company	<ul style="list-style-type: none"> ● Fees paid to LPA: Team wear, costumes and supplies (\$110) ● Fees paid to third-party vendor: shoes, tights, leotard (up to \$40) 	\$150
Dance – Beginning Contemporary	<ul style="list-style-type: none"> ● Fees paid to LPA (\$0) ● Fees paid to third-party vendor: shoes, tights, leotard (up to \$40) 	Up to \$40
Debate	<ul style="list-style-type: none"> ● Jr Scholastic subscription ● Team T-shirt 	\$40
Guitar	<ul style="list-style-type: none"> ● Fees paid to LPA: general supplies (\$25) ● Fees paid to third-party vendor: guitar rental (up to \$200) 	\$225
Orchestra – 1st year (LPA instrument borrow)	<ul style="list-style-type: none"> ● School instrument (replacement share) ● String/bow replacement ● Accessories/supplies ● T-shirt 	\$180
Orchestra – 1st year (Third party [not LPA] instrument rental)	<ul style="list-style-type: none"> ● Fees paid to LPA: t-shirt, instructional supplies (\$105) ● Fees paid to third-party vendor: instrument rental (up to \$450) 	\$555
Orchestra – 2/3rd year (LPA instrument borrow)	<ul style="list-style-type: none"> ● School instrument (replacement share) ● String/bow replacement ● Accessories/supplies ● T-shirt 	\$155
Orchestra – 2/3rd year (Third party [not LPA] instrument rental)	<ul style="list-style-type: none"> ● Fees paid to LPA: t-shirt, instructional supplies (\$105) ● Fees paid to third-party vendor: instrument rental (up to \$450) 	\$555
Spanish II	<ul style="list-style-type: none"> ● T-shirt, supplies 	\$15
Student Body Officers	<ul style="list-style-type: none"> ● School SBO Sweater, supplies 	\$65
Theater – Advanced Musical	<ul style="list-style-type: none"> ● Fees paid to LPA: costumes, instructional supplies, choreographer/set design stipend, t-shirt, supplies (\$225) ● Fees paid to third-party vendor: dance shoes, costume (\$70) 	\$295
Theater – Intermediate Musical	<ul style="list-style-type: none"> ● Fees paid to LPA: costumes, instructional supplies, choreographer/set design stipend, t-shirt, supplies (\$115) ● Fees paid to third-party vendor: dance shoes, costume (\$85) 	\$200
Theater – Drama 1	<ul style="list-style-type: none"> ● Costumes, instructional supplies, set design stipend, t-shirt, supplies 	\$10

Theater – Drama 2	<ul style="list-style-type: none"> ● Instructional supplies, set design stipend, costumes 	\$30
Theater – Intro to film	<ul style="list-style-type: none"> ● Instructional supplies 	\$25/semester
Theater – Technical	<ul style="list-style-type: none"> ● Instructional supplies 	\$20/semester

FEES FOR OPTIONAL AFTER-SCHOOL CLUBS, ACTIVITIES, AND SPORTS (For participating students in grades identified below)		
FEE DESCRIPTION	EXPENDITURES FUNDED BY FEE (SPEND PLAN)	TOTAL FEE
Basketball boys/girls (grades 6-9)	<ul style="list-style-type: none"> ● Fees paid to LPA: team supplies, league fees, team spirit wear, coach stipend (\$120) ● Fees paid to third-party vendor: end of season dinner (up to \$15) 	\$135
Cross Country co-ed (grades 5-9)	<ul style="list-style-type: none"> ● Fees paid to LPA: team supplies, league fees, team spirit wear, coach stipend (\$55) ● Fees paid to third-party vendor: end of season dinner (up to \$15) 	\$70
Soccer boys/girls (grades 6-9)	<ul style="list-style-type: none"> ● Fees paid to LPA: team supplies, league fees, team spirit wear, coach stipend (\$100) ● Fees paid to third-party vendor: end of season dinner (up to \$15) 	\$115
Ultimate Frisbee co-ed (grade 6-9)	<ul style="list-style-type: none"> ● Fees paid to LPA: team supplies, league fees, team spirit wear, coach stipend (\$25) ● Fees paid to third-party vendor: food for game day (up to \$10) 	\$35
Volleyball boys/girls (grades 6-9)	<ul style="list-style-type: none"> ● Fees paid to LPA: team supplies, league fees, team spirit wear, coach stipend (\$100) ● Fees paid to third-party vendor: navy blue spandex shorts, end of season dinner (up to \$45) 	\$145
Basketball Intramurals (4-6)	<ul style="list-style-type: none"> ● T-shirt, coach stipend 	\$20
Musical (grades 3-4)	<ul style="list-style-type: none"> ● Fees paid to LPA: costumes, instructional equipment, director stipend, supplies, t-shirt, choreographer, set design (\$75) ● Fees paid to third-party vendor: dance shoes, costume, end of show party (up to \$60) 	\$135

Clubs (grades K-9)	<ul style="list-style-type: none"> Supplies, leader stipend 	\$10/club
Musical (grades 5-6)	<ul style="list-style-type: none"> Fees paid to LPA: costumes, instructional equipment, director stipend, supplies, t-shirt, choreographer, set design (\$100) Fees paid to third-party vendor: dance shoes, costume, end of show party (up to \$75) 	\$175
Summer Camps (grades K-9)	<ul style="list-style-type: none"> Supplies for activity, teacher stipend 	\$25
Admissions/Ticket sales (grades K-9)	<ul style="list-style-type: none"> Administrative costs, supplies for activity 	Up to \$15
Late Pick up Fine	<ul style="list-style-type: none"> Administrative costs 	\$15
Schedule Change (grades 7-9)	<ul style="list-style-type: none"> Administrative costs 	\$10

PER STUDENT ANNUAL MAXIMUM FEE AMOUNT FOR SCHOOL YEAR: \$2500

This amount reflects the total student fees any student would be required to pay if the student participated in all courses, programs, and activities provided, sponsored, or supported by the school for the year.

Notice to Parents: Your student may be eligible to have one or more of their fees waived. If your student files a fee waiver request with the school and the request is denied, you may appeal the school's decision.

Other Information:

1. Fee Waivers are available for eligible families in the Office, the website, or you can access the form at [Fee waiver K-6](#) or [Fee waiver 7-9](#) Please make sure the form is for the current year. A new fee waiver application must be submitted each school year.
2. More information about LPA's fee policies can be found on LPA's [website](#)
3. All fees listed are the maximum amounts charged per pupil for each class or school-sponsored activity. Actual amount charged may be less.
4. All students are responsible to pay for any loss, breakage, or damage they cause to school property. Loss, breakage, or damage is not subject to the fee waiver requirement.

Fee Waiver Policy

Adopted: May 12, 2022

Reapproved: March 9, 2023

Amended: August 17, 2023

Purpose

Legacy Preparatory Academy (the "School") must abide by the Utah State Board of Education rules which direct the School's Board of Directors (the "Board") to implement a policy regarding student fees. The purpose of this policy is to provide educational opportunities for all students. This allows the School to establish a reasonable system of fees, while prohibiting practices that would exclude those unable to pay from participation in school-sponsored activities.

Policy

Under the direction of the Board, the Director(s) is authorized to administer this policy and is directed to do so fairly, objectively, and without delay, and in a manner that avoids stigma and unreasonable burdens on students or parents/guardians.

Definitions

"Co-curricular activity" means an activity, course, or program that:

- (a) is an extension of a curricular activity;
- (b) is included in an instructional plan and supervised or conducted by a teacher or educational professional;
- (c) is conducted outside of regular School hours;
- (d) is provided, sponsored, or supported by the School;
- (e) includes a required regular School day activity, course, or program.

"Curricular activity" means an activity, course, or program that is:

- (a) intended to deliver instruction;
- (b) provided, sponsored, or supported by the School; and
- (c) conducted only during School hours.

"Extracurricular activity"

- (a) means an activity, a course, or a program that is:
 - (i) not directly related to delivering instruction;
 - (ii) not a curricular activity or co-curricular activity; and
 - (iii) provided, sponsored, or supported by the School.

(b) does not include a noncurricular club as defined in Section 53G-7-701.

"Fee" means something of monetary value requested or required by the School as a condition to a student's participation in an activity, class, or program provided, sponsored, or supported by the School. This includes money or something of monetary value raised by a student or the student's family through fundraising.

"Instructional equipment"

(a) means an activity-related, course-related, or program-related tool or instrument that:

- (i) is required for a student to use as part of an activity, course, or program in a secondary school;
- (ii) typically becomes the property of the student upon exiting the activity, course, or program, and
- (iii) is subject to a fee waiver;

(b) includes:

- (i) shears or styling tools;
- (ii) a band instrument;
- (iii) a camera;
- (iv) a stethoscope; or
- (v) sports equipment, including a bat, mitt, or tennis racket.

(c) does not include School equipment.

"Instructional supply" means a consumable or non-reusable supply that is necessary for a student to use as part of an activity, course, or program in a secondary school and includes:

- (a) prescriptive footwear;
- (b) brushes or other art supplies, including clay, pain, or art canvas;
- (c) wood for wood shop;
- (d) Legos for Lego robotics;
- (e) film; or
- (f) filament used for 3D printing.

"Maintenance of School equipment" means a cost, payment, or expenditure related to storing, repairing, or keeping School equipment in good working condition. It does not include the cost related to end-of-life replacement.

"Non-waivable charge" means a cost, payment, or expenditure that:

- (a) is a personal discretionary charge or purchase, including:
 - (i) a charge for insurance, unless the insurance is required for a student to participate in an activity, class, or program;
 - (ii) a charge for college credit related to the successful completion of:
 - (A) a concurrent enrollment class; or

- (B) an advanced placement examination; or
- (iii) except when requested or required by the School, a charge for a personal consumable item such as a yearbook, class ring, letterman jacket or sweater, or other similar item;
- (b) is subject to sales tax as described in Utah State Tax Commission Publication 35, Sales Tax Information for Public and Private Elementary and Secondary Schools; or
- (c) by Utah Code, federal law, or Utah State Board of Education rule is designated not to be a fee, including:
 - (i) a school uniform as provided in Utah Code § 53G-7-801;
 - (ii) a school lunch; or
 - (iii) a charge for a replacement for damaged or lost School equipment or supplies.

"Provided, sponsored, or supported by the School"

- (a) means an activity, class, program, fundraiser, club, camp, clinic, or other event that:
 - (i) is authorized by the School; or
 - (ii) satisfies at least one of the following conditions:
 - (A) the activity, class, program, fundraiser, club, camp, clinic, or other event is managed or supervised by the School, or a School employee in the employees School employment capacity;
 - (B) the activity, class, program, fundraiser, club, camp, clinic, or other event uses, more than inconsequentially, the School's facilities, equipment, or other School resources; or
 - (C) the activity, class, program, fundraising event, club, camp, clinic, or other event is supported or subsidized, more than inconsequentially, by public funds, including the School's activity funds or minimum school program dollars.
- (b) does not include an activity, class, or program that meets the criteria of a noncurricular club as described in Title 53G, Chapter 7, Part 7, Student Clubs.

"Provision in lieu of fee waiver"

- (a) means an alternative to fee payment or waiver of fee payment; and
- (b) does not include a plan under which fees are paid in installments or under some other delayed payment arrangement.

"Requested or required by the School as a condition to a student's participation" means something of monetary value that is impliedly or explicitly mandated or necessary for a student, parent, or family to provide so that a student may:

- (a) fully participate in school or in a School activity, class, or program;
- (b) successfully complete a School class for the highest grade; or

- (c) avoid a direct or indirect limitation on full participation in a School activity, class, or program, including limitations created by:
 - (i) peer pressure, shaming, stigmatizing, bullying, or the like; or
 - (ii) withholding or curtailing any privilege that is otherwise provided to any other student.

“School equipment” means a durable school-owned machine, equipment, or tool used by a student as part of an activity, course, or program in a secondary school and includes a saw or 3D printer. “School equipment” includes a saw or 3D printer.

“Something of monetary value”

- (a) means a charge, expense, deposit, rental, fine, or payment, regardless of how the payment is termed, described, requested or required directly or indirectly, in the form of money, goods or services; and
- (b) includes:
 - (i) charges or expenditures for a School field trip or activity trip, including related transportation, food, lodging, and admission charges;
 - (ii) payments made to a third party that provide a part of a School activity, class, or program;
 - (iii) classroom textbooks, supplies or materials;
 - (iv) charges or expenditures for school activity clothing; and
 - (v) a fine, except for a student fine specifically approved the School for:
 - (A) failing to return School property;
 - (B) losing, wasting, or damaging private or School property through intentional, careless, or irresponsible behavior; or
 - (C) improper use of School property, including a parking violation.
- (c) does not include a payment or charge for damages, which may reasonably be attributed to normal wear and tear.

“Textbook”

- (a) means instructional material necessary for participation in an activity, course, or program, regardless of the format of the material;
- (b) includes:
 - (i) a hardcopy book or printed pages of instructional material, including a consumable workbook;
 - (ii) computer hardware, software, or digital content; and
 - (iii) the maintenance costs of School equipment.
- (c) does not include instructional equipment or instructional supplies.

“Waiver” means a full release from the requirement of payment of a fee and from any provision in lieu of fee payment.

General School Fees Provisions

The School may only collect a fee for an activity, class, or program provided, sponsored, or supported by the School consistent with School policies and state law.

Beginning with the 2021-2022 school year:

- (a) if the School imposes a fee, the fee shall be equal to or less than the expense incurred by the School in providing for a student the activity, course, or program for which the School imposes a fee; and
- (b) the School may not impose an additional fee or increase a fee to supplant or subsidize another fee.

Beginning with the 2022-23 school year, the School may not sell textbooks or otherwise charge a fee for textbooks or the maintenance costs of School equipment as provided in Section 53G-7-602, except for a textbook used for a concurrent enrollment or advanced placement course.

All fees are subject to the fee waiver requirements of this policy.

Fees for Classes & Activities During the Regular School Day

Fees for Students in Kindergarten through Sixth Grade

No fee may be charged in kindergarten through sixth grade for materials, textbooks, supplies (except as provided below), or for any class or regular school day activity, including assemblies and field trips.

Elementary students cannot be required to provide their own student supplies. However, the School or teacher may provide to a student's parent or a suggested list of student supplies for use during the regular school day so that a parent or guardian may furnish on a voluntary basis student supplies for student use. The list provided to a student's parent or guardian must include and be preceded by the following language:

"NOTICE: THE ITEMS ON THIS LIST WILL BE USED DURING THE REGULAR SCHOOL DAY. THEY MAY BE BROUGHT FROM HOME ON A VOLUNTARY BASIS, OTHERWISE, THEY WILL BE FURNISHED BY THE SCHOOL."

The School may charge a fee to a student in grade six if all of the following are true:

- (a) the School has students in any of the grades seven through twelve;

- (b) the School follows a secondary model of delivering instruction to the School's grade six students; and
- (c) The School annually provides notice to parents that the School will collect fees from grade six students and that the fees are subject to waiver.

Fees for Students in Seventh through Ninth Grade

Fees may be charged in grades 7-9 in connection with an activity, class, or program provided, sponsored, or supported by the School that takes place during the regular school day if the fee is approved as provided in this policy and state law. All such fees are subject to waiver. In addition, if an established or approved class requires payment of fees or purchase of items (i.e., tickets to events, etc.) in order for students to fully participate and to have the opportunity to acquire all skills and knowledge required for full credit and highest grades, the fees or costs for the class are subject to waiver.

In project related courses, projects required for course completion will be included in the course fee.

Secondary students may be required to provide their own student supplies, subject to the fee waiver requirements of this policy.

Fees for Optional Projects

The School may require students at any grade level to provide materials or pay for an additional discretionary project if the student chooses a project in lieu of, or in addition to a required classroom project. A student may not be required to select an additional project as a condition to enrolling, completing, or receiving the highest possible grade for a course. The School will avoid allowing high cost additional projects, particularly when authorizing an additional discretionary project results in pressure on a student by teachers or peers to also complete a similar high cost project.

Fees for Activities Outside of the Regular School Day

Fees may be charged in all grades for any School-sponsored activity that does not take place during the regular school day if participation in the activity is voluntary and does not affect the student's grade or ability to participate fully in any course taught during the regular school day. Fee waivers are available for such fees.

A fee related to a co-curricular or extracurricular activity may not exceed the maximum fee amounts for the co-curricular or extracurricular activity adopted by the Board, as provided below.

Activities that use the School facilities outside the regular school day but are not provided, sponsored, or supported by the School (i.e., programs sponsored by the parent organization and/or an outside organization) may charge for participation, and fee waivers are not available for these charges.

An activity, class, or program that is provided, sponsored, or supported by the School outside of the regular School day or School year calendar is subject to this policy and state law regardless of the time or season of the activity, class, or program.

Fee Schedule

The Board will approve a Fee Schedule at least once each year on or before April 1. The Fee Schedule will establish the maximum fee amount per student for each activity and the maximum total aggregate fee amount per student per school year. No fee may be charged or assessed in connection with an activity, class, or program provided, sponsored, or supported by the School, including for a curricular, co-curricular or extracurricular activity, unless the fee has been set and approved by the Board, is equal to or less than the established maximum fee amount for the activity, and is included in the approved Fee Schedule.

The School will encourage public participation in the development of the Fee Schedule and related policies.

Before approving the School's Fee Schedule, the School will provide an opportunity for the public to comment on the proposed Fee Schedule during a minimum of two public Board meetings. In addition to the standard notice of Board meetings under the Open and Public Meetings Act, the School will provide notice of these Board meetings using the same form of communication regularly used by the administration to communicate with parents.

After the Fee Schedule is adopted, the Board may amend the Fee Schedule using the same process.

Maximum Fee Amounts

In connection with establishing the Fee Schedule, the Board will establish a per student annual maximum fee amount that the School may charge a

student for the student's participation in all courses, programs, and activities provided, sponsored, or supported by the School for the year. This is a maximum total aggregate fee amount per student per School year.

The Board may establish a reasonable number of activities, courses, or programs that will be covered by the annual maximum fee amount.

The amount of revenue raised by a student through an individual fundraiser for an activity, as well as the total per student amount expected to be received through required group fundraising for an activity, will be included as part of the maximum fee amount per student for the activity and maximum total aggregate fee amount per student.

Notice to Parents

The Director(s) will annually provide written notice of the School's Fee Schedule and Fee Waiver Policy to the parent or guardian of each student in the School by ensuring that a written copy of the School's Fee Schedule and Fee Waiver Policy is included with all registration materials provided to potential or continuing students each year.

The School will also post the following on its website each school year:

- (a) The School's Fee Schedule, including maximum fee amounts, and Fee Waiver Policy;
- (b) The School's fee waiver application;
- (c) The School's fee waiver decision and appeals form; and
- (d) The School's fee notice(s) for families.

Donations

The School may not request or accept a donation in lieu of a fee from a student or parent unless the activity, class, or program for which the donation is solicited will otherwise be fully funded by the School and receipt of the donation will not affect participation by an individual student.

A donation is a fee if a student or parent is required to make the donation as a condition to the student's participation in an activity, class, or program.

The School may solicit and accept a donation or contribution in accordance with the School's policies, including the Donation and Fundraising Policy, but all such requests must clearly state that donations and contributions by a student or parent are voluntary.

If the School solicits donations, the School: (a) shall solicit and handle donations in accordance with policies and procedures established by the School; and (b) may not place any undue burden on a student or family in relation to a donation.

Fee Collection

The School may pursue reasonable methods for obtaining payment for fees and for charges assessed in connection with a student losing or willfully damaging school property.

The School may not exclude students from school, an activity, a class, or a program that is provided, sponsored, or supported by the School during the regular school day; refuse to issue a course grade; or withhold official student records, including written or electronic grade reports, class schedules, diplomas, or transcripts, as a result of unpaid fees.

The School may withhold the official student records of a student responsible for lost or damaged School property consistent with Utah Code § 53G-8-212 until the student or the student's parent has paid for the damages, but may not withhold a student's records required for student enrollment or placement in a subsequent school.

A reasonable charge may be imposed by the School to cover the cost of duplicating, mailing, or transmitting transcripts and other school records. No charge may be imposed for duplicating, mailing, or transmitting copies of school records to an elementary or secondary school in which the student is enrolled or intends to enroll.

Consistent with Utah Code § 53G-6-604, the School will forward a certified copy of a transferring student's record to a new school within 30 days of the request, regardless of whether the student owes fees or fines to the School.

Students shall be given notice and an opportunity to pay fines prior to withholding issuance of official written grade reports, diplomas and transcripts. If the student and the student's parent or guardian are unable to pay for damages or if it is determined by the School in consultation with the student's parents that the student's interests would not be served if the parents were to pay for the damages, then the School may provide for a program of voluntary work for the student in lieu of the payment. A general breakage fee levied against all students in a class or school is not permitted.

Fee Refunds

Student fees are non-refundable.

Budgeting and Spending Revenue Collected Through Fees

The School will follow the general accounting standards described in Utah Administrative Code Rule R277-113 for treatment of fee revenue.

Beginning with the 2020-2021 school year, the School will establish a spend plan for the revenue collected from each fee charged. The spend plan will (a) provide students, parents, and employees transparency by identifying a fee's funding uses; (b) identify the needs of the activity, course, or program for the fee being charged and include a list or description of the anticipated types of expenditures, for the current fiscal year or as carryover for use in a future fiscal year, funded by the fee charged.

School Fee Collections & Accounting Procedures

It is the responsibility of the Director(s) to ensure that all student fees collected are in compliance with the Fee Schedule and applicable financial policies and procedures.

Fees must be received and deposited in a timely manner.

Money may only be collected by staff authorized by the Director(s). Students may not collect fees.

Beginning in the 2020-21 school year, the School may not use revenue collected through fees to offset the cost of fee waivers by requiring students and families who do not qualify for fee waivers to pay an increased fee amount to cover the costs of students and families who qualify for fee waivers. However, the School may notify students and families that the students and families may voluntarily pay an increased fee amount or provide a donation to cover the costs of other students and families.

Fee Waiver Provisions

To ensure that no student is denied the opportunity to participate in a class or activity that is provided, sponsored, or supported by the School because of an inability to pay a fee, the School provides fee waivers or other provisions in lieu of fee waivers. Fee waivers or other provisions in lieu of fee waivers will be available to any student whose parent cannot pay a fee.

All fees are subject to waiver.

Non-waivable charges are not subject to waiver.

Fee Waiver Administration

The Director(s) will administer this policy and will review and grant fee waiver requests. The process for obtaining waivers or pursuing alternatives will be administered in accordance with this policy, fairly, objectively, and without delay, and in a manner that avoids stigma, embarrassment, undue attention, and unreasonable burdens on students and parents.

The School will not treat a student receiving a fee waiver or provision in lieu of a fee waiver differently from other students. The process for obtaining waivers or pursuing alternatives will create no visible indicators that could lead to identification of fee waiver applicants.

The process for obtaining waivers or pursuing alternatives will comply with the privacy requirements of The Family Educational Rights and Privacy Act of 1974, 20 U.S.C. 1232g ("FERPA"). The School may not identify a student on fee waiver to students, staff members, or other persons who do not need to know. As a general rule, teachers and coaches do not need to know which students receive fee waivers. Students may not assist in the fee waiver approval process.

Fee Waiver Eligibility

A student is eligible for a fee waiver if the School receives verification that:

- (a) In accordance with Utah Code § 53G-7-504(4), family income falls within levels established annually by the State Superintendent and published on the Utah State Board of Education website;
- (b) The student to whom the fee applies receives Supplemental Security Income (SSI). If a student receives SSI, the School may require a benefit verification letter from the Social Security Administration;
- (c) The family receives TANF or SNAP funding. If a student's family receives TANF or SNAP, the School may require the student's family to provide the School an electronic copy or screenshot of the student's family's eligibility determination or eligibility status covering the period for which the fee waiver is sought from the Utah Department of Workforce Services; or
- (d) The student is in foster care through the Division of Child and Family Services or is in state custody. If a student is in state custody or foster care, the School may rely on the youth in care required intake form or school enrollment letter provided by a caseworker from the Utah Division of Child and Family Services or the Utah Juvenile Justice Department.

The School will not maintain copies of any documentation provided to verify eligibility for a fee waiver.

The School will not subject a family to unreasonable demands for re-qualification.

The School may grant a fee waiver to a student, on a case-by-case basis, who does not qualify for a fee waiver under the foregoing provisions but who, because of extenuating circumstances, is not reasonably capable of paying the fee.

The School may charge a proportional share of a fee or a reduced fee if circumstances change for a student or family so that fee waiver eligibility no longer exists.

The School may retroactively waive fees if eligibility can be determined to exist before the date of the fee waiver application.

Fee Waiver Approval Process

The Director(s) will inform patrons of the process for obtaining waivers and will provide a copy of the standard fee waiver application on the School's website and in registration materials each year.

The Director(s) will review fee waiver applications within five (5) school days of receipt. If the School denies a request for a fee waiver, the School will provide the decision to deny a waiver in writing and will provide notice of the procedure for appeal in the form approved by the Utah State Board of Education.

Any requirement that a student pay a fee will be suspended during any period in which the student's eligibility for a waiver is being determined or during the time a denial of waiver is being appealed.

Each year the School will maintain documentation regarding the number of School students who were given fee waivers, the number of School students who worked in lieu of fee waivers, the number of School students who were denied fee waivers, the total dollar value of student fees waived by the School, and the total dollar amount of all fees charged to students at the School, as this information may be requested by the Utah State Board of Education as part of its monitoring of the School's school fees practices.

Appeal Process

Denial of eligibility for a waiver may be appealed in writing to the Director(s) within ten (10) school days of receiving notice of denial. The School shall contact the parent within two (2) weeks after receiving the appeal and schedule a meeting with the Director(s) to discuss the parent's concerns. If, after meeting with the Director(s), the waiver is still denied, the parent may appeal, in writing, within ten (10) school days of receiving notice of denial to the Board.

In order to protect privacy and confidentiality, the School will not retain information or documentation provided to verify eligibility for fee waivers.

Alternatives to Fees and Fee Waivers

The School may allow a student to perform service or another approved task (as described in Utah Code § 53G-7-504(2)) in lieu of paying a fee or, in the case of an eligible student, in lieu receiving a fee waiver, but such alternatives may not be required. If the School allows an alternative to satisfy a fee requirement, the Director(s) will explore with the interested student and his or her parent/guardian the alternatives available for satisfying the fee requirement, and parents will be given the opportunity to review proposed alternatives to fees and fee waivers. However, if a student is eligible for a waiver, textbook fees must be waived, and no alternative in lieu of a fee waiver is permissible for such fees.

The School may allow a student to perform service in lieu of paying a fee or receiving a fee waiver if: (a) the School establishes a service policy or procedure that ensure that a service assignment is appropriate to the age, physical condition, and maturity of the student; (b) the School's service policy or procedure is consistent with state and federal laws, including Section 53G-7-504 regarding the waiver of fees and the federal Fair Labor Standards Act, 29 U.S.C. 201; (c) the service can be performed within a reasonable period of time; and (d) the service is at least equal to the minimum wage for each hour of service.

A student who performs service may not be treated differently than other students who pay a fee.

The service may not create an unreasonable burden for a student or parent and may not be of such a nature as to demean or stigmatize the student.

The School will transfer the student's service credit to another LEA upon request of the student.

The School may make an installment payment plan available for the payment of a fee. Such a payment plan may not be required in lieu of a fee waiver.

Annual Review, Approval, and Training

The Board shall review and approve this policy annually.

The School will develop a plan for at least annual training of School employees on fee-related policies specific to each employee's job functions.



LEGACY | Preparatory
Academy
Classical Education and Fine Arts

New Hires

Matt Messick- On Call Substitute

Lindsay Kelsey- 1st grade teacher - not a new position



Governing Board Meeting

Date: January 18, 2024

Location: Junior High – Building 2; 1228 West 2185 South, Woods Cross, UT 84087

Board Members Present: Al Pranno, Alisha Johnson, John Cook, David Ray, Anna Mark, Jim Collings,

Excused: Lee Peterson

Others Present: Brandie Evans, Priscilla Stringfellow, Alicia Ady, Kim McVey, Shalon Brierley (via zoom)

MINUTES

BUSINESS OF THE GOVERNING BOARD

OPEN MEETING: ROLL CALL AND WELCOME

Al Pranno called the meeting to order at 7:08pm

○ Public Comment

There was no public comment at this time.

○ New Hires

• Ada Carter

Brandie Evans discussed the new hire as a behavior specialist. This is a new position. Ava has a relative that works at the junior high, but she will not report directly to them. She will also not do fidelity check with her relative.

○ Consent Agenda

• December 14, 2023, Board Meeting and Closed Session Minutes

Alisha Johnson made a motion to approve the new hire Ada Carter and the December 14, 2023, Board Meeting and Closed Session Minutes. David Ray seconded the motion. The motion passed unanimously. The votes were as follows: Al Pranno, Aye; Alisha Johnson, Aye; John Cook, Aye; David Ray, Aye; Anna Mark, Aye; Jim Collings, Aye.

COMMITTEE REPORTS

○ Audit Committee

There was no update at this time.

○ Policy and Governance Committee

There was no update at this time.

○ Executive Committee

There was no update at this time.

○ Communication Update

There was no update at this time.

○ Academic Excellence Committee

Anna Mark presented the Academic Excellence Committee report. The committee has decided to focus on defining, reshaping and redefining what it means to be at LPA. How do they redefine their identity or shift it to keep up with the times. Once they have re-defined



what they want it to be, they will bring it before the board. They want to re-write goals and submit an Exhibit A to amend their charter to better fit their goals. They want to define what classical education means and how their school exemplifies classical education. The board discussed what an Exhibit A would entail and why they would need to submit an Exhibit A.

FINANCIAL REPORT

○ Financial Report Review

○ Finance Committee report

Jim Collings provided the Finance Committee report and monthly budget report. This report included the forecast numbers. He discussed how the forecast has gotten better from the initial budget that was approved in June of 2023. The forecast revenue is higher than initially expected thanks to Brandie and Priscilla finding new grants to apply for and receiving more revenue. Jim discussed the local, state, and federal sources of revenue. They discussed why the numbers on the Net Income Trend graph are negative, and how to read it accurately. They discussed the possibility of amending the budget because they budgeted high for construction, and they don't think they will need all the money that has been budgeted.

DISCUSSION & VOTING ITEMS

○ Non-Reoccurring and/or Not Previously Approved Purchases Over \$20,000

There were no Non-Reoccurring and/or Not Previously Approved Purchases Over \$20,000 at this time.

BUSINESS OF ADMINISTRATION AND STAFF

DIRECTOR'S REPORT

○ Operations Report

Brandie Evans provided the Operation's Report. She reported that the Equipment and other Capital Assets Paid for with Federal Funds Administrative Procedure was updated to align with the updated rules and regulations. She reported that they had a generous donor who paid off all their negative lunch balances in December. The board discussed the use of the angel fund that the school has in order to help students eat who have negative lunch balances. She discussed the process of figuring out who needs the angel funds. The school will call families who hit a -\$15.00 balance to figure out what the situation is in order to best support the student and family. She also reported that their 1st A/R review with the National Lunch Program will be held March 27-29. The auditors will be at the school observing the school for three full days. The front office updates to building 1 were completed over the holiday break. This wraps up their existing projects. They are going to allocate the rest of the funding to other school improvement projects including some things to help with school safety. She reported that they currently have 980 students registered for the current school year. This does not include students who have enrolled and accepted their spot but are missing documentation. She also discussed student retention. The school is currently enrolling returning students for next year. The 1st lottery for new students will be held



January 22, 2024. New student enrollment for the 2024-2025 School Year opened November 1, 2023, and runs until they hit maximum enrollment. The school can accept up to 217 additional students. There are currently 114 students entered into the lottery, most of which are kindergarten.

○ Education Report

Priscilla Stringfellow provided the Education Report. Priscilla reported that teachers have been trained regarding charging fees and how to use them properly according to the updated fee rule. They are currently working on the fee schedule for next school year. It is prepared and will be sent to the public before the next board meeting for public comment. Priscilla also reported on the Elementary and Jr High ongoing character education. They are continuing to focus on the Paideia with student and teacher shout-outs tied to each of the traits. Both schools are focusing on Fortitude this month. After the break, grades K-9 reviewed all the rules and expectations in classrooms and shared spaces. She also reported on the ELA and math data for grades K-8. She gave a comparative analysis of where they are this year compared to last year. The administration is especially happy to see that the math scores are making good progress. 8th grade has improved over 13% over the expected norm. The middle of the year Acadience testing will begin in 2 weeks. 8th grade students will be participating in the NAEP test on February 6th. The school will be hosting the Martin Luther King Jr Speech contest for the Elementary and the spelling bee for grades 3-8 during the next month. She reported that the teachers have just done a data dive in order to see what gaps need to be addressed.

CALENDARING

- Next Board Meeting Thursday, February 15, 2024, at 7:00 PM

CLOSED SESSION (This closed meeting may take place at the beginning and/or conclusion of the meeting): To discuss character, professional competence, physical or mental health of an individual (employee or student), and any of the following topics, if necessary: strategy sessions to discuss the purchase, exchange, lease or sale of real property; collective bargaining; or pending litigation, or other matters appropriate pursuant to statute(s).

The closed session was tabled.

ADJOURN

At 8:26 PM Al Pranno made a motion to Adjourn. David Ray seconded the motion. The motion passed unanimously. The votes were as follows: Al Pranno, Aye; Alisha Johnson, Aye; John Cook, Aye; David Ray, Aye; Anna Mark, Aye; Jim Collings, Aye.

LPA Governing Board:

2024: Lee Peterson (Member), Anna Mark (Vice Chair), John Cook (Member)

2025: Al Pranno (President), Jim Collings (Member)

2026: Alisha Johnson (Treasurer), David Ray (Secretary)



Budget Summary

1/31/2024
58% of the Year

Month End Report

Category	Type	YTD Actual	Budget	% of Budget	Forecast	% of Forecast
Revenue (3 Category records)						
1000 Local Revenue	Revenue	446,085	634,255	70%	745,555	60%
3000 State Revenue	Revenue	5,814,407	9,668,344	60%	9,967,233	58%
4000 Federal Revenue	Revenue	85,735	238,451	36%	303,355	28%
TOT		6,346,227	10,541,050		11,016,144	
Expense (8 Category records)						
100 Salaries	Expense	-2,721,022	-5,234,582	52%	-5,259,699	52%
200 Benefits	Expense	-660,717	-1,408,274	47%	-1,408,274	47%
300 Professional Services	Expense	-408,586	-737,185	55%	-800,339	51%
400 Property Services	Expense	-374,328	-910,000	41%	-593,400	63%
500 Other Services	Expense	-293,386	-438,904	67%	-518,904	57%
600 Supplies and Materials	Expense	-474,272	-548,628	86%	-609,470	78%
700 Property	Expense	-181,961	-220,000	83%	-275,000	66%
800 Debt and Miscellaneous	Expense	-541,555	-1,634,214	33%	-1,684,214	32%
TOT		-5,655,827	-11,131,786		-11,149,300	
TOT		690,400	-590,736		-133,156	

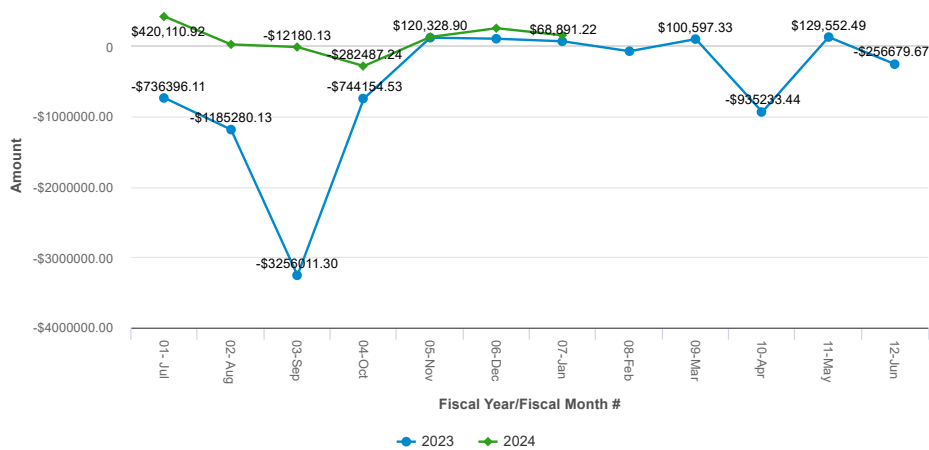
Financial Ratios

Bond Ratio	Covenant	Forecast
Debt Service Ratio	>1.10	1.27
Days Cash	>30 Days	189

Budget Analysis

- The Forecast numbers have all been updated to reflect October 1, 2023 Enrollment.
- Revenue Forecast increased by \$475,093 due to increased enrollment and new funding sources.
- Forecasted Operating Income is \$381,844. (-133,156+ 515,000)
- Expense forecasts in Supplies and Materials accounts 610, 650 and 670 have been increased to reflect actual expenses related to increased fee and grant revenue.

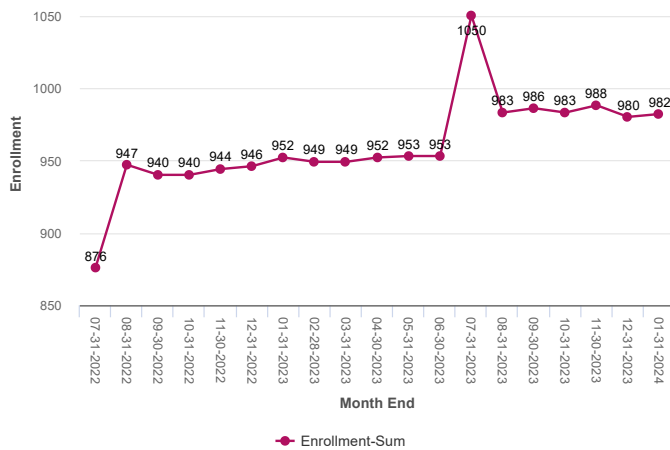
Monthly Change in Net Position



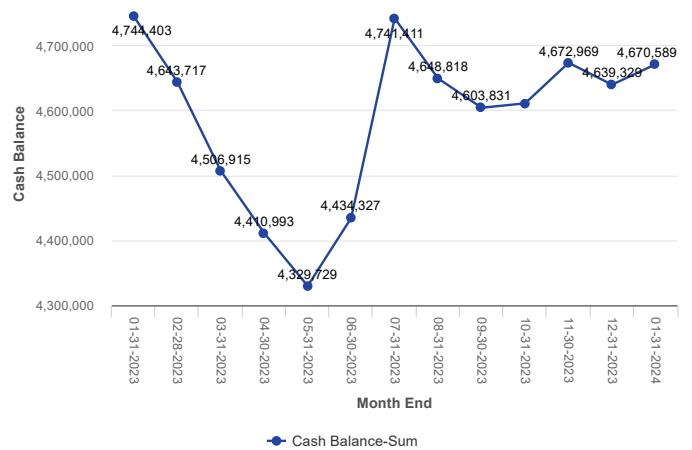
Capital Accounts

Account	YTD Amount	Budget	Forecast
0450 Construction Services	<u>-168,195</u>	-600,000	-240,000
0710 Land and Site Improvements	<u>-47,507</u>	0	-55,000
0720 Building	<u>-38,715</u>	-120,000	-120,000
0730 Equipment	<u>-95,739</u>	-100,000	-100,000
TOT	-350,156	-820,000	-515,000

Enrollment Line Graph



Unrestricted Cash Balance



Month End Report (Prior vs Current)

Account	Category Type	Prior YTD	Current YTD	Budget	% of Budget	Forecast	% of Forecast
Revenue - 1000 Local Revenue (14 Account records)							
1510 Interest on Investments	Revenue	134,600	230,628	290,000	80%	370,000	62%
1610 Sales to Students	Revenue		120,387	150,000	80%	180,000	67%
1620 Sales to Adults	Revenue		856	0	0%	1,300	66%
1710 Admissions	Revenue	7,579	9,754	18,900	52%	18,900	52%
1741 General Student Fees	Revenue	175		10,000	0%	10,000	0%
1743 Curricular Activity Fees	Revenue	47,266	46,730	69,120	68%	69,120	68%
1747 Extra-Curricular Activity Fees	Revenue	14,783	16,100	22,735	71%	22,735	71%
1750 School Vending & Stores (Gross Sales)	Revenue	26,692	11,924	42,500	28%	42,500	28%
1760 Fines	Revenue	677	1,043	2,000	52%	2,000	52%
1770 Fundraising	Revenue	7,597		15,000	0%	15,000	0%
1790 Other Student Activity	Revenue		519	0	0%	0	0%
1910 Rentals	Revenue	1,450	1,180	3,000	39%	3,000	39%
1920 Contributions and Donations From Private Sources	Revenue	5,589	4,568	10,000	46%	10,000	46%
1990 Miscellaneous	Revenue	137	2,397	1,000	240%	1,000	240%
TOT		246,546	446,085	634,255		745,555	
Revenue - 3000 State Revenue (9 Account records)							
3005 Regular School Programs K	Revenue	155,609	243,182	420,613	58%	414,811	59%
3010 Regular School Programs 1-12	Revenue	1,788,362	2,049,408	3,419,924	60%	3,513,083	58%
3020 Professional Staff	Revenue	127,914	150,842	256,403	59%	258,586	58%
3100 Restricted Basic School Programs	Revenue	635,873	704,973	1,118,307	63%	1,200,219	59%
3200 Related to the Basic Programs	Revenue	1,888,902	1,963,778	3,258,239	60%	3,295,500	60%
3300 Special Populations	Revenue	86,015	21,326	36,440	59%	35,440	60%
3400 Other Programs	Revenue	183,929	378,090	617,753	61%	645,897	59%
3500 One-time Funding	Revenue	240,611	272,558	475,665	57%	478,370	57%
3800 Non-MSP State Revenues (via USBE)	Revenue	6,096	30,250	65,000	47%	125,328	24%
TOT		5,113,311	5,814,407	9,668,344		9,967,233	
Revenue - 4000 Federal Revenue (6 Account records)							
4200 Unrestricted Revenue Received From Federal Government Through The State	Revenue		-273	0	0%	0	0%
4500 Restricted Federal-Received via USBE	Revenue		273	0	0%	0	0%
4522 IDEA - B -- Pre-School Disabled (Sec 619)	Revenue		0	2,172	0%	2,200	0%
4524 IDEA - B -- Disabled (PL 101-476)	Revenue			132,575	0%	197,452	0%
4560 Federal Child Nutrition Programs	Revenue		85,735	100,000	86%	100,000	86%
4800 Federal No Child Left Behind	Revenue		0	3,704	0%	3,704	0%
TOT			85,735	238,451		303,355	
Expense - 100 Salaries (7 Account records)							
0121 Salaries - Principals and Assistants	Expense	-242,605	-255,041	-460,073	55%	-464,095	55%
0131 Salaries - Teachers	Expense	-1,695,924	-1,971,044	-3,885,311	51%	-3,942,428	50%
0132 Salaries - Substitute Teachers	Expense	-25,126	-28,356	-40,000	71%	-40,000	71%
0142 Salaries - Guidance Personnel	Expense	-62,959	-70,686	-137,455	51%	-137,455	51%
0152 Salaries - Secretarial and Clerical Personnel	Expense	-97,875	-125,913	-217,632	58%	-227,632	55%
0161 Salaries - Teacher Aides and Para-Professionals	Expense	-226,948	-241,680	-445,961	54%	-399,939	60%
0184 Salaries - Administrative Technology Personnel	Expense	-23,825	-28,303	-48,150	59%	-48,150	59%
TOT		-2,375,261	-2,721,022	-5,234,582		-5,259,699	
Expense - 200 Benefits (6 Account records)							
0220 Social Security	Expense	-185,799	-202,157	-533,789	38%	-481,789	42%
0230 Local Retirement	Expense	-67,888	-91,415	-160,000	57%	-160,000	57%
0240 Group Insurance	Expense	-330,281	-334,262	-713,485	47%	-713,485	47%
0270 Industrial Insurance	Expense	-22,657	-8,584	0	0%	-9,000	95%
0280 Unemployment Insurance	Expense		-24,299	0	0%	-43,000	57%
0290 Other Employee Benefits	Expense	-363	0	-1,000	0%	-1,000	0%

Account	Category Type	Prior YTD	Current YTD	Budget	% of Budget	Forecast	% of Forecast
TOT		-606,988	-660,717	-1,408,274		-1,408,274	
Expense - 300 Professional Services (6 Account records)							
0320 Professional - Educational Services	Expense	-104,702	-75,347	-170,371	44%	-165,943	45%
0330 Professional Employee Training and Development	Expense	-6,216	-41,828	-50,000	84%	-81,500	51%
0340 Other Professional Services	Expense	-56,501	-21,616	-42,439	51%	-42,439	51%
0345 Business Services	Expense	-213,646	-223,708	-379,375	59%	-415,457	54%
0349 Purchased Legal Services	Expense			-5,000	0%	-5,000	0%
0350 Technical Services	Expense	-55,409	-46,088	-90,000	51%	-90,000	51%
TOT		-436,474	-408,586	-737,185		-800,339	
Expense - 400 Property Services (12 Account records)							
0411 Water/Sewage	Expense	-8,665	-11,612	-15,000	77%	-23,000	50%
0412 Disposal Service	Expense	-8,792	-7,402	-16,000	46%	-13,000	57%
0422 Snow Removal Services	Expense			0	0%	-12,000	0%
0423 Custodial Services	Expense		-88,900	-150,000	59%	-152,400	58%
0424 Lawn Care Services	Expense		-29,369	0	0%	-40,000	73%
0430 Repairs & Maintenance Services	Expense	-43,324	-44,585	-60,000	74%	-60,000	74%
0431 Non-Technology Repairs & Maint.	Expense	-212		0	0%	0	0%
0433 Custodial Services	Expense	-89,708	0	0	0%	0	0%
0442 Rental of Equipment & Vehicles	Expense		-25,535	-60,000	43%	-51,000	50%
0443 Rental of Computers & Related Equipment	Expense	-35,366			0%		0%
0450 Construction Services	Expense	-18,144	-165,995	-600,000	28%	-240,000	69%
0490 Other Purchased Property Services	Expense	-8,543	-930	-9,000	10%	-2,000	47%
TOT		-212,754	-374,328	-910,000		-593,400	
Expense - 500 Other Services (10 Account records)							
0513 Student Transportation Services - Commercial	Expense	-2,822	-3,682	-13,000	28%	-13,000	28%
0518 Student Day Trips/Field Trips (includes Admission Charges)	Expense	-1,357	-195	-2,500	8%	-2,500	8%
0520 Insurance (Other than employee benefits)	Expense	-10,031	-61,919	0	0%	0	0%
0522 Liability Insurance	Expense	-78,596		-85,000	0%	-85,000	0%
0530 Communication (Telephone & Other)	Expense	-2,752	-2,363	-5,000	47%	-5,000	47%
0540 Advertising	Expense	-7,358	-5,641	-9,000	63%	-9,000	63%
0550 Printing and Binding	Expense	-628		-1,000	0%	-1,000	0%
0569 Student Tuition - Other	Expense	-950		-3,904	0%	-3,904	0%
0570 Food Service Management	Expense		-219,586	-315,000	70%	-395,000	56%
0580 Travel/Per Diem	Expense			-4,500	0%	-4,500	0%
TOT		-104,494	-293,386	-438,904		-518,904	
Expense - 600 Supplies and Materials (11 Account records)							
0610 General Supplies	Expense	-84,212	-100,826	-107,142	94%	-117,142	86%
0610-001 Furniture and Fixtures (not capitalized)	Expense	-4,546	-4,105	-10,000	41%	-10,000	41%
0610-002 Other Food Purchases	Expense	-14,993		0	0%	0	0%
0620 Energy	Expense	-8,400			0%		0%
0621 Natural Gas	Expense		-14,243	-25,000	57%	-25,000	57%
0622 Electricity	Expense	-45,094	-44,213	-75,000	59%	-75,000	59%
0641 Textbooks	Expense	-6,395	-43,613	-134,274	32%	-46,650	93%
0642 E-Textbooks / Online Curriculum	Expense	-3,488	-67,336	0	0%	-81,000	83%
0650 Supplies - Technology Related	Expense	-93,224	-117,254	-108,973	108%	-152,836	77%
0670 Software	Expense	-57,279	-62,571	-48,238	130%	-71,841	87%
0680 Maintenance Supplies and Materials	Expense	-28,723	-20,111	-40,000	50%	-30,000	67%
TOT		-346,354	-474,272	-548,628		-609,470	
Expense - 700 Property (4 Account records)							
0710 Land and Site Improvements	Expense	2,456	-47,507	0	0%	-55,000	86%
0720 Building	Expense	-6,247,270	-38,715	-120,000	32%	-120,000	32%
0730 Equipment	Expense		-95,739	-100,000	96%	-100,000	96%
0734 Technology Related Hardware	Expense	-16,650		0	0%	0	0%
TOT		-6,261,464	-181,961	-220,000		-275,000	
Expense - 800 Debt and Miscellaneous (5 Account records)							

Account	Category Type	Prior YTD	Current YTD	Budget	% of Budget	Forecast	% of Forecast
0810 Dues and Fees	Expense	-83,394	-66,956	-69,740	96%	-119,740	56%
0810-001 UBTI Federal Tax	Expense		-524	0	0%	0	0%
0830 Interest	Expense	-530,927	-474,075	-954,474	50%	-954,474	50%
0833 Amortization of Bond Issuance & Other Related Costs	Expense	-28,470		-35,000	0%	-35,000	0%
0840 Redemption of Principal	Expense	0	0	-575,000	0%	-575,000	0%
TOT		-642,790	-541,555	-1,634,214		-1,684,214	
TOT		-5,626,724	690,400	-590,736		-133,156	

LEA (District or Charter)	Date LEA's Board Met	CACTUSID	Last Name	First Name	Years Appr oved (1, 2, 3)	Is this a RENEWA L Request from SY23-24? (Y/N)	License Area 1	Endorsement 1	Endorsement 2	Endorsement 3	Rational/Motions	Has LEA Specific tab in CACTUS Assignment been completed? (Y/N)	Does Educator Have a current BACKGROUND check? (Y/N)	Does Educator Have a current ETHICS check? (Y/N)
Legacy Preparatory Academy	2/15/24	808964	Kelsey	Lindsay	3	N	Elementary Education				Lindsay has a Bachelor's degree and has enrolled in the APPEL program. She will be applying for her Associate license soon.	N	N	Y

February 15, 2024

Dear Superintendent,

The Legacy Preparatory Academy Governing Board approved LEA-Specific educator licenses to one individual in a public meeting held on February 15, 2024. The license areas, and endorsements shall be valid for three (3) academic years as indicated on the attached spreadsheet which contains the associated educator information and rationale for the request. All LEA Specific licenses will expire on June 30th of the final academic year approved.

Legacy Preparatory Academy's Governing Board offers the following assurances:

- The LEA has adopted a policy, in accordance with R277-301-7, to prepare and support educators with an LEA-Specific license. This policy is posted online at: <https://tinyurl.com/LPABoardPolicyManual>
- The educator has completed a criminal background check in accordance with Rule R277-214 and continued monitoring in accordance with Subsection 53G-11-403(1).
- The LEA will provide requisite training (educator ethics, classroom management/instruction, special education law/instruction, & Utah Effective Teaching Standards) within the 1st year of employment.
- The educators will complete the USBE Ethics Review within one (1) calendar year prior to being issued the license.
- The LEA will post all educator data, including assignments, in CACTUS no later than sixty (60) days following the date of the public governing board meeting approving the license area(s) and/or endorsement(s).
- Each LEA school employing an individual with an LEA-Specific license will prominently post the following on the school's website:
 - Disclosure that the school employs individuals holding an LEA-Specific educator license, license areas, and/or endorsements.
 - An explanation of the types of educator licenses issued by USBE (Professional, Associate, LEA-Specific):

“The following designations or levels apply to educator licenses, license areas (i.e.-elementary, secondary, special education), and content endorsements (i.e.-mathematics, music, Spanish, social studies):

 - Professional: The educator has completed an educator preparation program that includes content and pedagogical knowledge. This program may have been completed at a university or in an alternate pathway that was supported by school districts/charters and the Utah State Board of Education.



- Associate: The educator is currently completing an educator preparation program, but has not yet completed all requirements for a Professional Educator License, license area, or endorsement. The educator is enrolled in a university-based or Local Education Agency (LEA)-based program. When the educator completes the program, they will have a professional level.
- LEA-Specific: The educator has not completed an educator preparation and is not currently enrolled in one.”
 - Percentage (based on FTE) of types of licenses, license areas, and endorsements held by educators employed in the school.
 - A link to the Utah Educator Look-up Tool.

Legacy Preparatory Academy additionally acknowledges that LEA-Specific educator licenses, license areas, or endorsements may be renewed by the Utah State Board of Education (USBE). These renewals will be approved or denied on a case-by-case basis.

Sincerely,

Al Pranno
Board President
Legacy Preparatory Academy



Directors Report | February 2023

Building 2 - Board Room | Thursday, February 15, 2024 | 7:00 pm

MISSION

Legacy Preparatory Academy will cultivate intellectual and moral virtue according to the classically based pillars of truth, goodness, and beauty.

VISION

Legacy Preparatory Academy is committed to providing a culture where students become productive and valuable members of their communities and world. We believe high expectations, hard work, and enthusiasm are essential to achieving academic excellence and good character. These values instilled at Legacy Prep and research-proven curricula give our students the confidence to achieve anything!

MOTTO

Learning the Past. Creating the Future.

LEGACY PAIDEIA

- I am a Classical Student.
- I am Curious to Learn.
- I pursue Intellectual and Moral Virtue.
- I am a citizen of my Community.
- I Build the Foundation for an Abundant Life by Lifting Others.
- I am Governed by Nobility.
- I act with Honor and Integrity.
- I am an individual with Great Fortitude.
- I am Resilient and Courageous.
- I am Temperate.
- I exhibit Discipline and Self-Control.
- I am developing Practical Wisdom.
- I make Good Judgments.
- I am Selfless in my Fight for Justice.
- I demand Equity and promote Civility.

I AM A LEGACY LEADER

LEGACY PREPARATORY ACADEMY

Building 1 – Elementary (K-6)
2214 South 1250 West
Woods Cross, Utah 84087
E: elementary@legacyprep.org

Building 2- Junior High (7-9)
1228 West 2185 South
Woods Cross, Utah 84087
E: juniorhigh@legacyprep.org

Phone: 801-294-2801
Fax: 385-290-1470

www.legacyprep.org

LEGACY PREPARATORY ACADEMY

Board Meeting Schedule:
03-21-24 March Board Meeting
04-18-24 April Board Meeting
05-16-24 May Board Meeting
06-20-24 June Board Meeting

2023-2024 AREAS OF FOCUS

The 2023-2024 areas of focus for Legacy Preparatory Academy are:

ACADEMIC GOAL

Legacy Prep will continue to focus on literacy K-9 with specific emphasis on First Grade with the following literacy goal. By June 1, 2024, Legacy Prep will increase the percentage of first-grade students at or above the benchmark on the Acadience Oral Reading Fluency benchmark by 5% by providing training and support opportunities for faculty.

BEHAVIORAL GOAL

Legacy Prep will increase the emotional resilience of students in grade 3 by 10% by the end of the 2023-2024 school year, with an overarching goal of 30% by the end of the 2026 school year.

RECRUIT AND RETENTION GOAL

Legacy Prep will maintain or exceed enrollment of 1000 students per school year by developing consistent and evidence-based retention and recruitment techniques.

OPERATIONS REPORT

HEALTH & SAFETY

- Health & Wellness
 - The Wellness Committee met earlier this month to review the resiliency check-ins, SEL check-in meetings check-in, opportunities for team time, and FUN activities and surprises we have held for staff thus far this year. The committee also discussed future plans for February, March, and April
- School Safety
 - In February, I will be attending a few training events to ensure we are in compliance with H.B. 61 requirements and help us better prepare for additional staff trainings throughout the school year.
 - February 21-23: PREPaRE
 - February 28: Standard Response Protocol/Standard Reunification Method Train the trainer workshop
 - After reviewing the school safety grant and discussing expenditures with the Finance Committee the committee has approved the following projects
 - Panic buttons in each of the front offices
 - Additional security cameras at both buildings
 - Re-key building 1
 - We have also submitted our application the third piece of the H.B. 61 grant, for the gun detection software. Upon approval, we will work with ETS to identify the best locations to add the software.

LEGAL AND ETHICAL COMPLIANCE

- Policies & Procedures
 - There are no policies and procedures to review this month.

PROJECT MANAGEMENT

- School Breakfast and National School Lunch Program
 - We have approved a remodel of the Building 2 prep kitchen, moving the space into a full functioning kitchen. Doing so will help to give us the space and additional time we need to prep both breakfast and lunch at the school. We anticipate the project will start this summer and be ready to go for school next year.
 - Our first A/R review with the state will take place next month. We are currently working with LunchPro to get all of the documentation prepared and submitted to the state by the end of the month.

- Facilities
 - Bond Funds Improvement Recap
 - All projects associated with bond funds have officially been completed!!! An outline of expenditures and remaining funds is attached
 - See attached Bond Funds Spending Plan
 - We have worked with the finance committee to outline where remaining bond funds should be allocated
 - Building 1 Gym Doors
 - Re-key building 1 (single master key)
 - New faucets (Bldg. 1)
 - Lunchroom upgrades
 - Assessments

 - Facilities Maintenance Plan
 - We have worked with the facilities team to outline a scheduled maintenance plan, that will help us coordinate and allocate funds appropriately to ensure both buildings stay updated and in proper working order. Attached you will see a breakdown for Building 1 and Building 2.
 - Our first project will involve replacing the faucets in Building 1. Our plan is to purchase all of the faucets this spring and work on replacing them over the school year to avoid an additional cost of replacing them all at once.

- Marketing & Development
 - Enrollment Interest Meeting
 - We have started working on updating our marketing materials for the upcoming school year. These materials will be updated to reflect the mission and vision of Legacy, helping families to make an informed decision on why Legacy is the best place for their student.

 - We have once again started our enrollment interest meetings. These meetings play a part in introducing potential and new families to the Legacy community. As we further develop these meetings, we will continue to work with the Academics Excellence Committee to ensure the presentations accurately reflect the mission and vision of LPA.

 - We will also be holding a few orientation meetings next month to prepare new students and their families for what to expect at Legacy.
 - Junior High orientation will be held on March 11th
 - Kindergarten orientation will be held on March 20th

 - We have also worked on a series of emails that will be sent to new and potential families, helping to keep them in the loop regarding upcoming activities and events at Legacy, keeping them engaged and excited for next year!

- Recruitment and Retention
 - Recruitment (2023/2024 enrollment information)
 - We will continue to enroll students on an as needed basis as spots become available in all grades K-9 through the 2023-2024 school year.
 - We currently have 982 students registered for the 2023-2024 school year
 - REGISTERED: spot selected in Lotterease, accounted created in Aspire, missing required documents. **NOT INCLUDED IN THE ENROLLMENT TOTALS**
 - NOT REGISTERED: previously registered students who have not completed re-enrollment within Aspire. **INCLUDED IN THE ENROLLMENT TOTALS**



2023-2024 Student Retention

Data pulled directly from Aspire

Grade	K	1	2	3	4	5	6	7	8	9	TOTAL
Class Capacity	28	28	28	28	30	30	30				
Grade Level Capacity	112	112	112	112	120	120	120	131	131	130	1200
Grade	K	1	2	3	4	5	6	7	8	9	TOTAL
Active	113	117	90	103	107	101	95	100	86	70	982
Withdrawn	7	2	7	7	2	2	7	10	18	11	73
Registered	0	2	0	0	1	1	1	0	0	0	5
Students Not Yet Registered	0	0	0	0	0	0	0	0	0	0	0
Effective 1/1/2024											-6
Grade	K	1	2	3	4	5	6	7	8	9	TOTAL
Active	113	116	89	103	106	101	94	100	87	69	978
Withdrawn	9	5	8	8	4	4	9	10	18	12	87
Registered	0	0	0	0	1	0	0	0	1	0	2
Students Not Yet Registered	0	0	0	0	0	0	0	0	0	0	0
Effective 1/15/2024											-4
Grade	K	1	2	3	4	5	6	7	8	9	TOTAL
Active	114	116	90	102	108	101	94	100	88	69	982
Withdrawn	8	5	8	9	4	5	9	10	18	13	89
Registered	0	0	0	0	0	0	0	0	1	0	1
Students Not Yet Registered	0	0	0	0	0	0	0	0	0	0	0
Effective 2/1/2024											4

- 2024/2025 Intent to Return
 - We are currently working on contacting currently registered students to ensure enrollment for the 2024/2025 school year. We will continue to send reminders until students have confirmed or waived their spot.



24/25 Intent to Return

Data pulled directly from Aspire

Grade	K	1	2	3	4	5	6	7	8	9	10	TOTAL
Class Capacity	28	28	28	28	30	30	30					
Grade Level Capacity	112	112	112	112	120	120	120	131	131	130		1200
Grade	K	1	2	3	4	5	6	7	8	9	10	TOTAL
Future	7	115	116	90	102	108	103	93	100	89	0	923
Registered	54	3	2	2	0	3	2	3	1	1	0	71
Students Not Yet Registered	0	20	17	19	19	17	22	25	25	30	2	196
Effective 2/1/2024												
Grade	K	1	2	3	4	5	6	7	8	9	10	TOTAL
Future	18	115	117	91	102	109	103	93	100	90	0	938
Registered	48	6	1	4	0	3	4	4	1	1	0	72
Students Not Yet Registered	0	18	16	16	19	14	23	23	23	28	2	182
Effective 2/15/2024												

- 2024-2025 Open Enrollment
 - The first lottery for the general public, siblings, and kindergarten was held on January 22, 2024. Subsequent lottery draws will be held every two weeks until the end of the school year.
 - For the 2024-2025 school year, we are able to accept a maximum of 217 additional students. We currently have 46 students entered in the lottery.



Lotterease Applications for the 2024-2025 school year

Data pulled directly from Lotterease on the 1st and the 15th of each month

Grade	K	1	2	3	4	5	6	7	8	9	TOTAL
11/01/23 Applications	7	0	0	0	0	0	0	1	0	0	8
11/15/23 Applications	22	1	0	1	0	1	0	1	0	0	26
12/01/23 Applications	39	2	0	1	0	1	0	2	0	1	46
12/12/23 Applications	44	4	0	2	0	1	0	3	0	1	55
01/01/24 Applications	59	4	2	3	0	1	2	5	0	1	77
01/15/24 Applications	89	4	6	5	0	5	4	8	1	2	124
02/01/24 Applications	95	7	5	5	0	5	5	7	2	3	134
02/15/24 Applications											

EDUCATION REPORT

PROFESSIONAL DEVELOPMENT

- Teacher Training – We met with teachers participating on our K–3 Curriculum committee. Teachers have been reviewing the curriculum sent to them to evaluate. During the meeting we asked and addressed questions the teachers had at that time. We’ll be meeting again in a few weeks to talk about any additional concerns that have arisen from their independent evaluation of the curriculum. All curriculum chosen for evaluation came from the State approved choices because they follow the science of reading and have been rigorously evaluated by the State.
- Last month, the administration met with the teachers to discuss the progress made on the 180 plan for the school. We were happy to report we have made progress on every goal and feel confident that we are all moving in the right direction. While there have been some minor hiccups along the way, we are confident in the school’s direction and we are on track to meet most of the goals established during the summer.
- The proposed 24/25 Fee Schedule and Spend Plan and the Fee Waiver policy were released to the community. We will let you know if we receive any comments through email.
- Updates to the Fee Schedule are as follows:
 - All Art classes have been reduced by \$10 each semester. The increased to these classes was necessary during COVID as students couldn’t share supplies. We are happy to reduce these fees again.
 - Orchestra Classes have been increased by \$5 with additional costs associated with supplies needed for the class, we had to increase these fees slightly.
 - All other fees stayed the same.
 - We added one additional fee for Summer Camp classes. We are happy to be able to support some of our teachers as they would like to pursue some clinics and classes to be taught for the school over the summer.

CHARACTER EDUCATION

- Our February Paideia focus is “I am Temperate, I exhibit Discipline and Self Control”. It’s fun to hear the students being recognized each week for the values learned so far this year. Students at the Jr. High continue to earn their Noble Lion tickets, and Elementary Students earn Principal 100 club tickets to participate in fun opportunities.
- Behavior goal update: Legacy Prep will increase the emotional resilience of students in grade 3 by 10% by the end of the 2023-2024 school year, with an overarching goal of 30% by the end of the 2026 school year.
 - Students in 3rd grade are continuing to receive weekly Social Skills lessons. In addition to the lessons taught by their teachers, Ms. Wood, our Elementary School Counselor, teaches them a lesson one time per month.
 - Third grade has had the lowest number of behavior incidents so far this year in the Elementary school with only 59 total incidents. 57 were minor incidents and only 2 were major incidents.

3

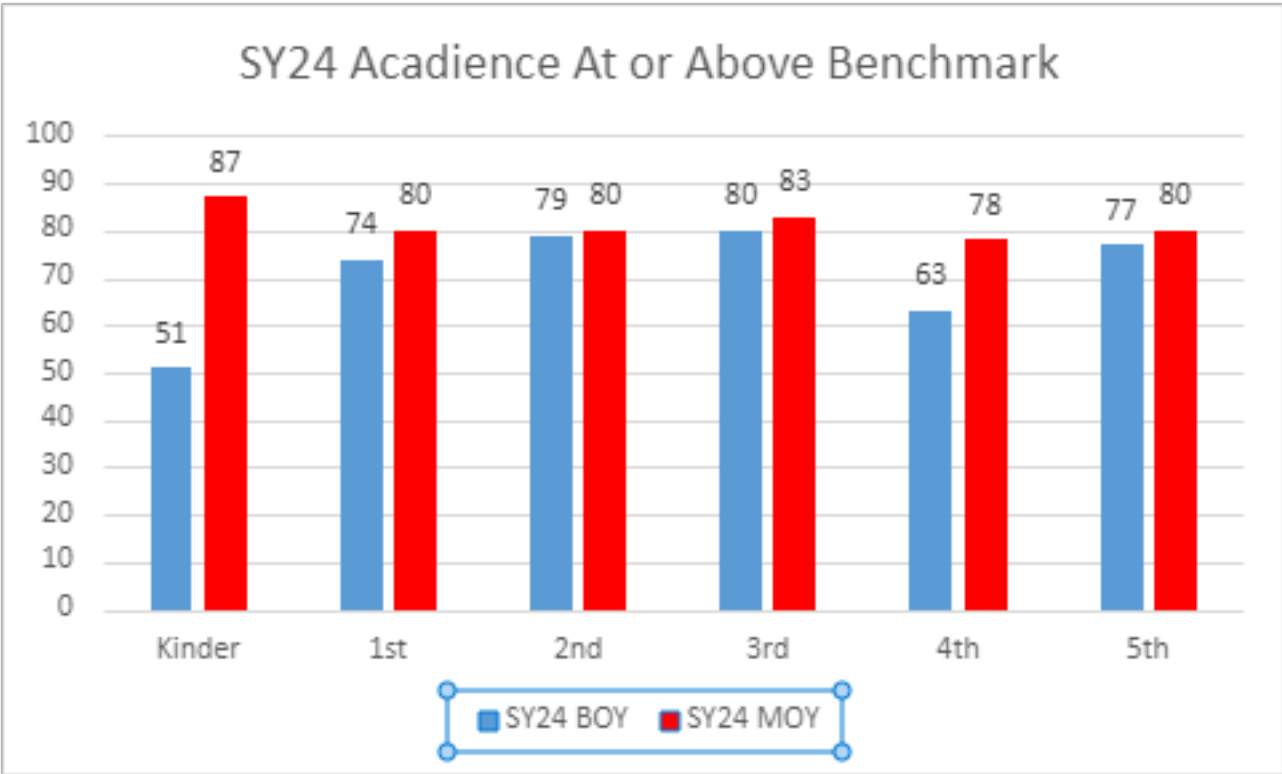
59

2

57

ACADEMIC EXCELLENCE

- Academic goal mid-year report: Legacy Prep will continue to focus on literacy K-9 with specific emphasis on First Grade with the following literacy goal. By June 1, 2024, Legacy Prep will increase the percentage of first-grade students at or above the benchmark on the Acadience Oral Reading Fluency benchmark by 5% by providing training and support opportunities for faculty.
- The chart shows progress in every grade. First grade has made a 6% increase from the beginning of the year to the middle of the year. Based on continued training and support for teachers, we anticipate meeting and exceeding our 5% goal by the end of the year.



- 6th grade data:
 - BOY we were testing 26 students. MOY we are testing 17 students. BOY we had 23% of the 26 students who were well below benchmark. MOY we have only 18% of the 17 students who were well below benchmark. We reduced the number of students from below or well below benchmark from 14 to 7 students.
- WIDA testing has been completed for both the Jr. High and the Elementary students. This is the test to measure the progress of our students who are English Language Learners. The growth students make on this test is used to determine a portion of our school report card.

Legacy Preparatory Academy	Lifespan (in Years)		Replacement Cost
Building Exterior / Landscape			
Windows/Caulking	15-20	20	\$25,000
Block Seal/Control Joints	7-10	10	\$40,000
Playground / Play Areas			
play structure**	20-25	25	\$125,000
Parking Lot / Sidewalks			
Crack Seal	1	1	\$2,000
Striping	3 to 5	3	\$2,000
Slurry Seal	3 to 5	5	\$13,200
Roof	20	20	\$150,000
HVAC	15	15	\$8,000
Fire & Security	15	15	\$15,000
Carbon Monoxide	5	5	\$15,000
Building Interior			
Painting walls*	10-15	15	\$120,000
Wallpaper	15	16	\$20,000
Gym Floor	30	30	\$90,000
Carpet	7-15	15	\$120,000
Plumbing/Restroom			
Toilets	30	30	\$500
Faucets	15	15	\$150
Urinals	30	30	\$300
Sewer Main	30	30	\$10,000
Water Main	30	30	\$5,000
Water Heater	10	10	\$3,000
Food Service			
Lunch Tables	10-12	12	\$2,500
Salad Bar	10	10	\$3,000
Hot Lunch Bar	10	10	\$2,500

* hallway walls painted in 2023

** Moved from NSL campus to WX in 2022

Quantity	Savings Recommendation Estimated Annual Cost	Completed	Next rep.
	\$1,250 \$4,000.00	2009 2015 2009 2015	
	\$5,000.00	2018	2043
	\$2,000.00 \$666.67 \$2,640.00	2023 2023 2023	2024 2026 2028
	\$7,500.00	2009 2015	2029
51	\$27,200.00	2009	2024
	\$1,000.00	2009	2024
	\$3,000.00	2021	2026
1	\$8,000.00 \$1,250.00 \$3,000.00 \$8,000.00	2023 2015 2023 2009 2015	2038 2031 2053 2029
12	\$200.00	2009	2039
32	\$320.00	2009	2024
2	\$20.00	2009	2039
1	\$333.33	2009	2039
1	\$166.67	2009	2039
1	\$300.00	2014	2024
25	\$5,208.33	2022	2034
1	\$300.00	2022	2032
1	\$250.00	2022	2032

\$81,605.00

