



**Board of Trustees**  
**02/15/2024 03:00 PM**  
Anchor Location: 1353 W 760 N  
Orem, Utah 84057

This meeting was held via teleconference.

## MEETING MINUTES

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### Attendees

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#### Voting Members

- Ms. Karen Aston, President
- Ms. Amber Wright, Treasurer
- Ms. Nancy Willison, Board Member
- Ms. Jenn Singletary, Board Member
- Mr. Steve Jedziniak, 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
- Hannah Dorius

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#### 1. Board Meeting Welcome and Roll Call

Karen Aston called the meeting to order at 3:10PM.

#### 2. Pledge of Allegiance

#### 3. Public Comment

There was no public comment.

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

Motion: At 3:13PM 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(l)(a) with an anchor location at Lumen Scholar Institute.

Motion made by: Ms. Karen Aston

Motion seconded by: Ms. Amber Wright

Voting:

Karen Aston - Yes

Amber Wright - Yes

Nancy Willison - Yes

## **5. Board Vacancies and Appointments**

Motion: At 3:28PM I make a motion to move out of closed session and approve Steve Jedziniak and Jenn Singletary as board members for a 5 year term ending February 15, 2029.

Jenn Singletary introduced herself to the board. Jenn Singletary has a child at Lumen Scholar Institute and is excited to serve on the board.

Steve Jedziniak introduced himself to the board. Steve Jedziniak has children that joined Lumen Scholar Institute last year after moving from another state.

Motion made by: Ms. Karen Aston

Motion seconded by: Ms. Nancy Willison

Voting:

Karen Aston - Yes

Amber Wright - Yes

Nancy Willison – Yes

## **6. Consent Calendar**

### **a. January 18, 2024 Board Meeting Minutes**

Motion: I move to approve the January 18, 2024 Board Meeting Minutes.

Motion made by: Ms. Nancy Willison

Motion seconded by: Ms. Amber Wright

Voting:

Karen Aston - Yes

Amber Wright - Yes

Nancy Willison - Yes

Steve Jedziniak - Abstain

Jenn Singletary - Abstain

## **7. Reports**

### **a. Administrative Report**

Jonathan Seal presented the Administrative Report to the board. The School Improvement Plan was shared with the board. The Priority Goal 1 is that 60% of transfer students still enrolled at Lumen Scholar Institute in 10th grade will earn 90% of deficient credits for graduation by the end of the first semester of their senior year as measured by transcripts provided from the SIS. The Priority Goal 2 is that 60% of transfer students will have at least 12/24 credits by the end of semester 1 of their senior year. Timely attendance tracking is above 80%.

**b. Finance Report**

Dawn Benke presented the Finance Report to the board. The board was presented the profit and loss sheet as of February 10, 2024. Lumen Scholar Institute is 58% of the way through the school year. The budget is benefiting from high enrollment. Operating cash is healthy compared to last year. The budget is on track for this point in the school year.

**8. Board Business**

**a. Skyward Contract**

Jonathan Seal presented the need to approve the Skyward Contract. Skyward is a student information system. Skyward helps administration, teachers, the special education department, and counselors.

Motion: I move to approve the Skyward Contract for a 3-year contract.

Motion made by: Ms. Amber Wright

Motion seconded by: Ms. Nancy Willison

Voting:

Karen Aston - Yes

Amber Wright - Yes

Nancy Willison - Yes

Steve Jedziniak - Yes

Jenn Singletary - Yes

**b. Academic Calendar 2024-2025**

Kristy Gordon spoke about the calendar to the board. The calendar has remained largely the same for several years. The calendar will have similar start and end dates to previous years.

Motion: I move to approve the Academic Calendar 2024-2025.

Motion made by: Ms. Nancy Willison

Motion seconded by: Ms. Karen Aston

Voting:

Karen Aston - Yes

Amber Wright - Yes  
Nancy Willison - Yes  
Steve Jedziniak - Yes  
Jenn Singletary - Yes

**c. Class Technologies Quote**

Jonathan presented the Class Technology Quote. Class Technologies will increase student engagement. Historically, breakout rooms have a lack of supervision, so the administration believes Class Technologies will provide a better way to keep track of the students' behavior. The software provides breakout rooms with a classroom environment. The platform is student friendly instead of business friendly like other web tech. Teachers and administration can now populate data directly into canvas through integration.

Motion: I move to approve the Class Technologies Quote for a 1 year contract.

Motion made by: Ms. Amber Wright

Motion seconded by: Ms. Karen Aston

Voting:

Karen Aston - Yes  
Amber Wright - Yes  
Nancy Willison - Yes  
Steve Jedziniak - Yes  
Jenn Singletary - Yes

**d. Calendaring**

The next meeting is scheduled for March 21, 2024.

**9. School LAND Trust Council**

**10. Adjourn**

Motion: At 4:12PM, I make a motion to adjourn the meeting.

Motion made by: Ms. Nancy Willison

Motion seconded by: Ms. Karen Aston

Voting:

Karen Aston - Yes  
Amber Wright - Yes  
Nancy Willison - Yes  
Steve Jedziniak - Yes  
Jenn Singletary - Yes