



## Governing Board Meeting

**Date:** March 21, 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
  - 2024-2025 Fee Schedule and Fee Waiver Policy
- New Hires
  - Michelle Peery – Kindergarten Instructor
  - Rayne Pulliam – SPED Paraprofessional
  - Amanda Jewel – FLEX Instructor
  - Eddie Carter – SPED Paraprofessional
- Consent Agenda
  - February 15, 2024, 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
  - Routine Maintenance Budget Follow-up

#### DISCUSSION & VOTING ITEMS

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.



- Non-Reoccurring and/or Not Previously Approved Purchases Over \$20,000
- Award Landscaping RFP
- Award Snow Removal RFP
- Policy to Amend:
  - Religion and Education Policy
- School Land Trust
- 2024-2025 Fee Schedule and Fee Waiver Policy

### **BUSINESS OF ADMINISTRATION AND STAFF**

#### **DIRECTOR'S REPORT**

- Operations Report
- Education Report

#### **CALENDARING**

- Next Board Meeting Thursday, April 18, 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)



**LEGACY** | Preparatory  
Academy  
Classical Education and Fine Arts

New Hires

Michelle Peery – Kindergarten Instructor

Rayne Pulliam – SPED Para professional

Amanda Jewel – Flex Instructor

Eddie Carter – SPED Paraprofessional

All Positions are positions that became vacant in the last month, no new positions.

Amanda Jewel and Eddie Carter are related to people at the school but do not directly report to those individuals.



## Governing Board Meeting

**Date:** February 15, 2024

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

**Board Members Present:** Al Pranno, John Cook, David Ray, Anna Mark, Lee Peterson

**Excused:** Brandie Evans, Priscilla Stringfellow, Alisha Johnson, Jim Collings

**Others Present:** Krystal Taylor, Kim McVey

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### MINUTES

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#### BUSINESS OF THE GOVERNING BOARD

##### OPEN MEETING: ROLL CALL AND WELCOME

Al Pranno called the meeting to order at 7:02PM.

○ Public Comment

- Fee Schedule and Fee Waiver Policy

This was the first opportunity for public comment on the 2024-2025 Fee Schedule.

There were no comments.

Lee Peterson joined the meeting at 7:05PM.

○ Consent Agenda

- January 18, 2023, Board Meeting Minutes

*David Ray made a motion to approve the January 18, 2024, Board Meeting Minutes.*

*John Cook seconded the motion. The motion passed unanimously. The votes were as follows: Al Pranno, Aye; John Cook, Aye; David Ray, Aye; Anna Mark, Aye; Lee Peterson, Aye.*

○ New Hires

- Matt Messick – On call sub
- Lindsay Kelsey – 1<sup>st</sup> grade

*Al Pranno made a motion to approve the new hires Matt Messick and Lindsay Kelsey.*

*Lee Peterson seconded the motion. The motion passed unanimously. The votes were as follows: Al Pranno, Aye; John Cook, Aye; David Ray, Aye; Anna Mark, Aye; Lee Peterson, Aye.*

##### COMMITTEE REPORTS

○ Audit Committee

There was no update.

○ Policy and Governance Committee

There was no update.

○ Executive Committee

There was no update.

○ Communication Update

There was no update.



- Academic Excellence Committee  
Anna Mark discussed that the committee met last week. They are currently reviewing the charter and will continue to work through the review process before bringing discussion to the board.

## **FINANCIAL REPORT**

- Financial Report Review
  - Finance Committee Report  
Jim Collings provided the budget report. He discussed new revenue opportunities that are being worked on. The board was impressed with the enrollment graph to be able to see enrollment progression year over year.

## **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.
- LEA Specific License  
The board discussed the need to approve an LEA license for Lindsay Kelsey. She has a bachelor's degree and is currently in the APPEL program with UAPCS to receive her professional teaching license. She will just need an LEA license until the APPEL program is completed.  
*Al Pranno made a motion to approve an LEA Specific License for Lindsay Kelsey. David Ray seconded the motion. The motion passed unanimously. The votes were as follows: Al Pranno, Aye; John Cook, Aye; David Ray, Aye; Anna Mark, Aye; Lee Peterson, Aye.*

## **BUSINESS OF ADMINISTRATION AND STAFF**

### **DIRECTOR'S REPORT**

- Operations Report
- Education Report  
David Ray read aloud elements of the written operations and education report as the board reviewed the presented information.

Brandie Evans provided a written report which covered both the Operations Report and Education Report. In the Operations Report she discussed that the wellness committee met this month to review the resiliency check-ins, SLE check in meetings, opportunities for team time, and fun activities and surprises that they have held for staff so far this year. They also discussed upcoming plans. She reported that she will be attending a few School Safety trainings to ensure the school is in compliance with the new HB 61 requirements, and to better prepare for staff trainings. She listed out the trainings she plans to participate in. She also discussed that the finance committee approved the installation of panic buttons in both offices, additional security cameras for both buildings, and re-keying building 1. The school has also submitted the third piece of the HB 61 which would help fund the gun detection software. Once it's been approved, they will work with ETS to find the locations to install it. Brandie also reported on the how the school lunch program is going. They intend to remodel



the prep kitchen in building 2, moving into a full functioning kitchen. This will most likely happen at the start of the summer. She also reported that they have their first A/R review next month. They are working with LunchPro to get all the necessary documentation prepared and submitted. Brandie also reported on facilities projects. She discussed with that all the bond projects have been completed, and where all remaining bond funds will be allocated. She also discussed the scheduled maintenance plan that will keep both buildings updated and in working order. Brandie reported that they have started holding enrollment interest meetings again. They will also be holding a few orientation meetings this month. She also reported student retention rates for the current school year, and where current enrollment numbers and numbers for next school year are sitting.

The written education report was provided by Priscilla Stringfellow. Priscilla reported they have been working with their K-3 Curriculum committee and reviewing curriculum. She also reported the progress on the 180 plan for the school. The 2024-25 Fee Schedule and Fee Waiver policy were released to the community. They will report on any comments in the next board meeting. She also explained the changes made to the fee schedule for next year. Priscilla reported that this month the Paideia focus is discipline and self-control. Each school has rewards for students exhibiting this. She also presented the mid-year test scores for the school, and the goals the school has to continue growth and improvement.

The board analyzed the costs on the building evaluation report. Inflation is not calculated into the details; however, the report will be updated as years progressed. A legend or guide on the building evaluation would be a helpful tool to accompany the overall categories.

## **CALENDARING**

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**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).

There was no closed session.

## **ADJOURN**

*At 7:38PM, David Ray made a motion to Adjourn. Al Pranno seconded the motion. The motion passed unanimously. The votes were as follows: Al Pranno, Aye; John Cook, Aye; David Ray, Aye; Anna Mark, Aye; Lee Peterson, 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

2/29/2024  
67% of the Year

## Month End Report

Category	Type	YTD Actual	Budget	% of Budget	Forecast	% of Forecast
<b>Revenue (3 Category records)</b>						
1000 Local Revenue	Revenue	505,264	634,255	80%	745,555	68%
3000 State Revenue	Revenue	6,614,691	9,668,344	68%	10,007,758	66%
4000 Federal Revenue	Revenue	101,279	238,451	42%	302,742	33%
<b>TOT</b>		<b>7,221,234</b>	<b>10,541,050</b>		<b>11,056,056</b>	
<b>Expense (8 Category records)</b>						
100 Salaries	Expense	-3,151,687	-5,234,582	60%	-5,299,606	59%
200 Benefits	Expense	-781,516	-1,408,274	55%	-1,408,275	55%
300 Professional Services	Expense	-469,324	-737,185	64%	-800,339	59%
400 Property Services	Expense	-401,699	-910,000	44%	-593,400	68%
500 Other Services	Expense	-346,884	-438,904	79%	-518,904	67%
600 Supplies and Materials	Expense	-508,152	-548,628	93%	-609,472	83%
700 Property	Expense	-181,961	-220,000	83%	-275,000	66%
800 Debt and Miscellaneous	Expense	-544,304	-1,634,214	33%	-1,684,214	32%
<b>TOT</b>		<b>-6,385,526</b>	<b>-11,131,786</b>		<b>-11,189,210</b>	
<b>TOT</b>		<b>835,708</b>	<b>-590,736</b>		<b>-133,154</b>	

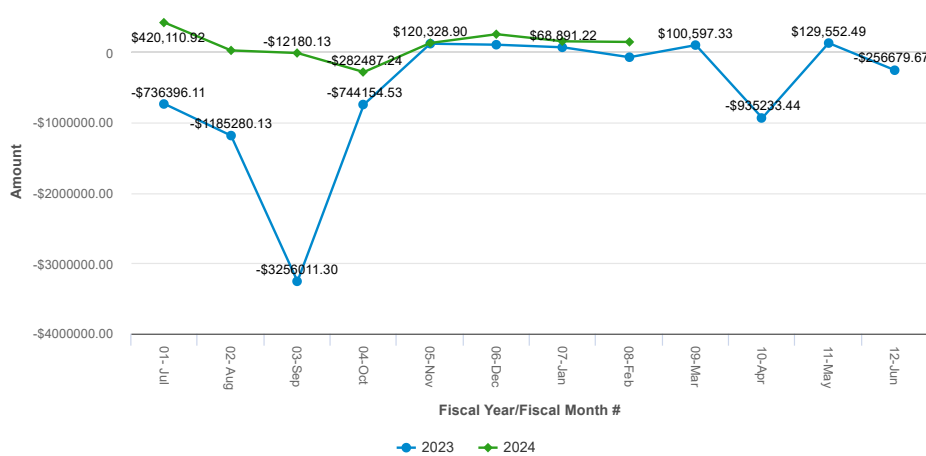
## Financial Ratios

Bond Ratio	Covenant	Forecast
Debt Service Ratio	>1.10	1.27
Days Cash	>30 Days	188

## Budget Analysis

1. Revenue Forecast increased by \$39,911 due to newgrants.
2. Forecasted Operating Income is \$381,846. (-133,154+ 515,000)
3. The State Legislature approved a 5% increase in the WPU (Weighted Pupil Unit) during the 2024 session.
4. Federal grant drawdowns have begun.

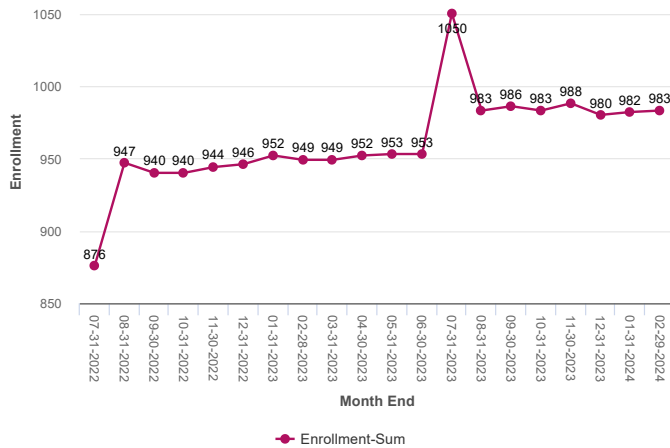
## Monthly Change in Net Position



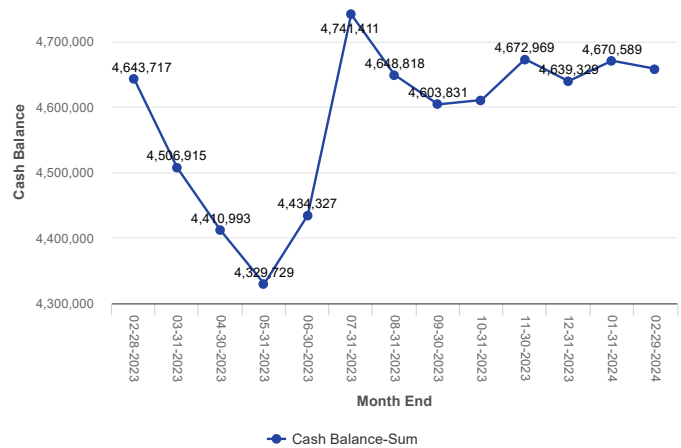
## Capital Accounts

Account	YTD Amount	Budget	Forecast
0450 Construction Services	<b>-174,183</b>	-600,000	-240,000
0710 Land and Site Improvements	<b>-47,507</b>	0	-55,000
0720 Building	<b>-38,715</b>	-120,000	-120,000
0730 Equipment	<b>-95,739</b>	-100,000	-100,000
<b>TOT</b>	<b>-356,144</b>	<b>-820,000</b>	<b>-515,000</b>

## 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
<b>Revenue - 1000 Local Revenue 69% (14 Account records)</b>							
1510 Interest on Investments	Revenue	160,676	264,023	290,000	91%	370,000	71%
1610 Sales to Students	Revenue		135,923	150,000	91%	180,000	76%
1620 Sales to Adults	Revenue		1,078	0	0%	1,300	83%
1710 Admissions	Revenue	9,383	11,402	18,900	60%	18,900	60%
1741 General Student Fees	Revenue	0		10,000	0%	10,000	0%
1743 Curricular Activity Fees	Revenue	51,021	48,620	69,120	70%	69,120	70%
1747 Extra-Curricular Activity Fees	Revenue	15,638	17,395	22,735	77%	22,735	77%
1750 School Vending & Stores (Gross Sales)	Revenue	34,113	16,477	42,500	39%	42,500	39%
1760 Fines	Revenue	677	1,058	2,000	53%	2,000	53%
1770 Fundraising	Revenue	7,597		15,000	0%	15,000	0%
1790 Other Student Activity	Revenue		519	0	0%	0	0%
1910 Rentals	Revenue	2,500	1,180	3,000	39%	3,000	39%
1920 Contributions and Donations From Private Sources	Revenue	6,225	4,943	10,000	49%	10,000	49%
1990 Miscellaneous	Revenue	137	2,647	1,000	265%	1,000	265%
<b>TOT</b>		<b>287,967</b>	<b>505,264</b>	<b>634,255</b>		<b>745,555</b>	
<b>Revenue - 3000 State Revenue 66% (9 Account records)</b>							
3005 Regular School Programs K	Revenue	177,839	277,507	420,613	66%	414,811	67%
3010 Regular School Programs 1-12	Revenue	2,044,610	2,342,090	3,419,924	68%	3,513,083	67%
3020 Professional Staff	Revenue	146,188	172,391	256,403	67%	258,586	67%
3100 Restricted Basic School Programs	Revenue	718,141	804,022	1,118,307	72%	1,200,219	67%
3200 Related to the Basic Programs	Revenue	2,126,646	2,230,123	3,258,239	68%	3,295,500	68%
3300 Special Populations	Revenue	98,113	24,373	36,440	67%	35,440	69%
3400 Other Programs	Revenue	208,913	430,790	617,753	70%	645,897	67%
3500 One-time Funding	Revenue	256,887	292,066	475,665	61%	488,770	60%
3800 Non-MSP State Revenues (via USBE)	Revenue	6,096	41,329	65,000	64%	155,453	27%
<b>TOT</b>		<b>5,783,432</b>	<b>6,614,691</b>	<b>9,668,344</b>		<b>10,007,758</b>	
<b>Revenue - 4000 Federal Revenue 33% (6 Account records)</b>							
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%	2,189	0%
4524 IDEA - B -- Disabled (PL 101-476)	Revenue			132,575	0%	196,849	0%
4560 Federal Child Nutrition Programs	Revenue		101,279	100,000	101%	100,000	101%
4800 Federal No Child Left Behind	Revenue		0	3,704	0%	3,704	0%
<b>TOT</b>			<b>101,279</b>	<b>238,451</b>		<b>302,742</b>	
<b>Revenue - 5000 Other Sources 0% (1 Account)</b>							
5300 SALE OF, OR COMPENSATION FOR LOSS OF, FIXED ASSETS	Revenue	42,363		0	0%	0	0%
<b>TOT</b>		<b>42,363</b>	<b>0</b>	<b>0</b>		<b>0</b>	
<b>Expense - 100 Salaries 59% (7 Account records)</b>							
0121 Salaries - Principals and Assistants	Expense	-281,485	-288,176	-460,073	63%	-464,095	62%
0131 Salaries - Teachers	Expense	-1,985,326	-2,299,238	-3,885,311	59%	-3,942,428	58%
0132 Salaries - Substitute Teachers	Expense	-30,841	-32,389	-40,000	81%	-40,000	81%
0142 Salaries - Guidance Personnel	Expense	-73,596	-82,395	-137,455	60%	-137,455	60%
0152 Salaries - Secretarial and Clerical Personnel	Expense	-113,615	-142,958	-217,632	66%	-227,632	63%
0161 Salaries - Teacher Aides and Para-Professionals	Expense	-260,958	-274,216	-445,961	61%	-439,847	62%
0184 Salaries - Administrative Technology Personnel	Expense	-27,763	-32,315	-48,150	67%	-48,150	67%
<b>TOT</b>		<b>-2,773,584</b>	<b>-3,151,687</b>	<b>-5,234,582</b>		<b>-5,299,606</b>	
<b>Expense - 200 Benefits 63% (6 Account records)</b>							
0220 Social Security	Expense	-221,351	-232,823	-533,789	44%	-481,789	48%



Account	Category Type	Prior YTD	Current YTD	Budget	% of Budget	Forecast	% of Forecast
0230 Local Retirement	Expense	-80,500	-105,206	-160,000	66%	-160,000	66%
0240 Group Insurance	Expense	-458,884	-403,193	-713,485	57%	-713,485	57%
0270 Industrial Insurance	Expense	-22,657	-9,425	0	0%	-9,000	105%
0280 Unemployment Insurance	Expense		-30,869	0	0%	-43,001	72%
0290 Other Employee Benefits	Expense	-418	0	-1,000	0%	-1,000	0%
<b>TOT</b>		<b>-783,809</b>	<b>-781,516</b>	<b>-1,408,274</b>		<b>-1,408,275</b>	
<b>Expense - 300 Professional Services 65% (6 Account records)</b>							
0320 Professional - Educational Services	Expense	-126,474	-92,126	-170,371	54%	-165,885	56%
0330 Professional Employee Training and Development	Expense	-6,357	-47,068	-50,000	94%	-81,558	58%
0340 Other Professional Services	Expense	-53,731	-23,390	-42,439	55%	-42,439	55%
0345 Business Services	Expense	-244,167	-255,666	-379,375	67%	-415,457	62%
0349 Purchased Legal Services	Expense			-5,000	0%	-5,000	0%
0350 Technical Services	Expense	-62,224	-51,074	-90,000	57%	-90,000	57%
<b>TOT</b>		<b>-492,952</b>	<b>-469,324</b>	<b>-737,185</b>		<b>-800,339</b>	
<b>Expense - 400 Property Services 72% (12 Account records)</b>							
0411 Water/Sewage	Expense	-8,665	-12,128	-15,000	81%	-23,000	53%
0412 Disposal Service	Expense	-9,958	-8,470	-16,000	53%	-13,000	65%
0422 Snow Removal Services	Expense			0	0%	-12,000	0%
0423 Custodial Services	Expense		-101,600	-150,000	68%	-152,400	67%
0424 Lawn Care Services	Expense		-29,369	0	0%	-40,000	73%
0430 Repairs & Maintenance Services	Expense	-53,674	-45,264	-60,000	75%	-60,000	75%
0431 Non-Technology Repairs & Maint.	Expense	-0		0	0%	0	0%
0433 Custodial Services	Expense	-102,408	0	0	0%	0	0%
0442 Rental of Equipment & Vehicles	Expense		-29,755	-60,000	50%	-51,000	58%
0443 Rental of Computers & Related Equipment	Expense	-40,363			0%		0%
0450 Construction Services	Expense	-18,144	-174,183	-600,000	29%	-240,000	73%
0490 Other Purchased Property Services	Expense	-8,543	-930	-9,000	10%	-2,000	47%
<b>TOT</b>		<b>-241,755</b>	<b>-401,699</b>	<b>-910,000</b>		<b>-593,400</b>	
<b>Expense - 500 Other Services 75% (10 Account records)</b>							
0513 Student Transportation Services - Commercial	Expense	-2,822	-5,222	-13,000	40%	-13,000	40%
0518 Student Day Trips/Field Trips (includes Admission Charges)	Expense	-1,837	-720	-2,500	29%	-2,500	29%
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	-3,210	-2,690	-5,000	54%	-5,000	54%
0540 Advertising	Expense	-7,719	-6,142	-9,000	68%	-9,000	68%
0550 Printing and Binding	Expense	-628		-1,000	0%	-1,000	0%
0569 Student Tuition - Other	Expense	-3,800		-3,904	0%	-3,904	0%
0570 Food Service Management	Expense		-270,122	-315,000	86%	-395,000	68%
0580 Travel/Per Diem	Expense		-68	-4,500	2%	-4,500	2%
<b>TOT</b>		<b>-108,643</b>	<b>-346,884</b>	<b>-438,904</b>		<b>-518,904</b>	
<b>Expense - 600 Supplies and Materials 86% (11 Account records)</b>							
0610 General Supplies	Expense	-72,031	-109,811	-107,142	102%	-117,142	94%
0610-001 Furniture and Fixtures (not capitalized)	Expense	-6,133	-4,105	-10,000	41%	-10,000	41%
0610-002 Other Food Purchases	Expense	-16,531		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	-52,998	-49,145	-75,000	66%	-75,000	66%
0641 Textbooks	Expense	-6,405	-43,613	-134,274	32%	-46,651	93%
0642 E-Textbooks / Online Curriculum	Expense	-3,488	-67,336	0	0%	-81,001	83%
0650 Supplies - Technology Related	Expense	-93,555	-133,794	-108,973	123%	-152,836	88%
0670 Software	Expense	-64,604	-64,496	-48,238	134%	-71,841	90%
0680 Maintenance Supplies and Materials	Expense	-31,039	-21,609	-40,000	54%	-30,000	72%
<b>TOT</b>		<b>-355,184</b>	<b>-508,152</b>	<b>-548,628</b>		<b>-609,472</b>	
<b>Expense - 700 Property 66% (4 Account records)</b>							
0710 Land and Site Improvements	Expense	-18,060	-47,507	0	0%	-55,000	86%
0720 Building	Expense	-6,368,381	-38,715	-120,000	32%	-120,000	32%

Account	Category Type	Prior YTD	Current YTD	Budget	% of Budget	Forecast	% of Forecast
0730 Equipment	Expense	-7,520	-95,739	-100,000	96%	-100,000	96%
0734 Technology Related Hardware	Expense	-16,650		0	0%	0	0%
<b>TOT</b>		<b>-6,410,611</b>	<b>-181,961</b>	<b>-220,000</b>		<b>-275,000</b>	
<b>Expense - 800 Debt and Miscellaneous 32% (5 Account records)</b>							
0810 Dues and Fees	Expense	-86,197	-69,705	-69,740	100%	-119,740	58%
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%
<b>TOT</b>		<b>-645,594</b>	<b>-544,304</b>	<b>-1,634,214</b>		<b>-1,684,214</b>	
<b>TOT</b>		<b>-5,698,370</b>	<b>835,708</b>	<b>-590,736</b>		<b>-133,154</b>	



# 2024 Property Maintenance Proposal

**“YOUR COMPLETE PROPERTY MAINTENANCE SPECIALIST”**

Client:	Legacy Preparatory Academy	Contact:	Kirk Blake
Address:	2214 S 1250 W, Woods Cross, UT	Contact Number:	801-444-9878
Billing Address:		Email	<a href="mailto:Kirk@academicawest.com">Kirk@academicawest.com</a>
Item	1 Year Agreement	2 Year Agreement	3 Year Agreement
Weekly Lawn Maintenance-mowing, trimming, edging, blowing & trash patrol	\$545 per week	\$535 per week	\$525 per week
Commercial turf fertilizer program (5-6 total applications) 1 pre-emergent/fertilizer, 4 fertilizer w/herbicide, 1 insecticide & 1 revive app	\$1120 per application (Estimated 193, 576 sq ft)	\$1110 per application	\$1100 per application
Irrigation System Start up	\$550	\$540.00	\$530.00
Irrigation Repairs & adjustments	\$60 per man / hr + parts	\$60 per man / hr + parts	\$60 per man / hr + parts
Irrigation Winterization/Blow out	\$525.00	\$515.00	\$505.00
Spring cleanup & haul off debris	55 per man/hr	55 per man/hr	55 per man/hr
Aeration or Dethatching	\$850.00	\$840.00	\$830.00
Fall leaf cleanups & haul off debris	55 per man/hr	55 per man/hr	55 per man/hr
Tree/Shrub Pruning/Cut back fence lines & haul off debris	60 per man/hr	60 per man/hr	60 per man/hr
Playground Mulch delivery & installed	\$98 per yard	\$98 per yard	\$82 per yard
Pre-Post emergent herbicide application in Rock/Flower beds, parking lot cracks & sidewalks	\$1075 per app 3 recommended per year	\$1065 per app 3 recommended per year	\$1055 per app 3 recommended per year
Labor rate	\$50 per man hr	\$50 per man hr	\$50 per man hr

I Acknowledge the prices for the referenced property and agree to the terms and specifications. This contract may become void, by either party, with a written notice 30 days prior to termination for any legitimate reasoning. Upon termination of contract, balance for all completed services will be due. In the case of early termination of multi-year contract, client will be responsible to pay the 1 year pricing for all services rendered up to the cancelation date. An itemized monthly statement will be mailed by the end of that month for all services that are due.

Owner / Property Manager  \_\_\_\_\_

Date \_\_\_\_\_

Owner / Account Manager  \_\_\_\_\_

Date \_\_\_\_\_

**Legacy Preparatory Academy  
Evaluation Committee Statement  
RFP for Landscaping Services**

**Background**

Legacy Preparatory Academy issued an RFP for Landscaping Services for both of its campuses on February 23, 2024. The School posted the RFP on its website for over two weeks and sent the RFP to multiple landscaping companies. The deadline to submit a proposal in response to the RFP was March 8, 2024. Four landscaping companies submitted proposals to the School – Lawn Butler, Above All Landscaping, Brightview, and The Groundsman.

**Evaluation and Scoring of Proposals**

The Evaluation Committee for this RFP was Brandie Evans, Priscilla Stringfellow, and Mindy Jones. They reviewed and scored all proposals.

There were three categories under which each proposal was evaluated and scored: Experience and Qualifications (40 points possible); Past Performance for the School and/or References (20 points possible); and Cost (40 points possible).

The Evaluation Committee gave The Groundsman’s proposal the highest overall score, 85/100. The other proposals received scores as follows: Lawn Butler, 80/100; Above All Landscaping, 54/100; and Brightview, 20/100.

Based on the Evaluation Committee’s review of the proposals, The Groundsman (a) is highly qualified and has extensive experience in providing charter schools with landscaping services; (b) has successfully provided such services to the School and other Utah charter schools in the past; and (c) can provide such services at a competitive cost.

**Award Recommendation**

The Evaluation Committee recommends to the School’s Board of Directors that it award the School’s landscaping contract to The Groundsman, with the contract having a term of up to five years. The Evaluation Committee believes that The Groundsman’s proposal provides the best value to the School in connection with landscaping services.

TAAG Construction’s Snow Removal Services Bid:

<b>Service/Product (as described on p. 2 above)</b>	<b>Price Year 1</b>	<b>Price Year 2</b>	<b>Price Year 3</b>	<b>Price Year 4</b>	<b>Price Year 5</b>
Snow removal – price per push	Parking lot 305.00	Parking lot 330.00	Parking lot 360.00	Parking lot 360.00	Parking lot 400.00
	Sidewalks 290.00	Sidewalks 314.00	Sidewalks 345.00	Sidewalks 345.00	Sidewalks 380.00
Application of ice melt or salt – price per bag	Salt 17.50	Salt 19.00	Salt 21.00	Salt 21.00	Salt 25.00
	Ice Melt 25.50	Ice Melt 28.00	Ice Melt 30.00	Ice Melt 30.00	Ice Melt 35.00
Other charges imposed by Offeror (e.g., fuel surcharge, etc.) _____	Snow removal Billed by hours of equipment used	Snow removal Billed by hours of equipment used	Snow removal Billed by hours of equipment used	Snow removal Billed by hours of equipment used	Snow removal Billed by hours of equipment used
	Pre salting 250.00 plus bags used	Pre salting 250.00 plus bags used	Pre salting 250.00 plus bags used	Pre salting 250.00 plus bags used	Pre salting 250.00 plus bags used

**Offeror Signature** \_\_\_\_\_ **Jeremy Hoyt 3-12-24** \_\_\_\_\_

**Legacy Preparatory Academy  
Evaluation Committee Statement  
RFP for Snow Removal Services**

**Background**

Legacy Preparatory Academy issued an RFP for Snow Removal Services for both of its campuses on February 23, 2024. The School posted the RFP on its website for over two weeks and sent the RFP to multiple snow removal companies. The deadline to submit a proposal in response to the RFP was in March 2024. Four snow removal companies submitted proposals to the School – Lawn Butler/Outworx, Above All Landscaping, Brightview, and TAAG Construction.

**Evaluation and Scoring of Proposals**

The Evaluation Committee for this RFP was Brandie Evans, Priscilla Stringfellow, and Mindy Jones. They reviewed and scored all proposals on March 15, 2024.

There were three categories under which each proposal was evaluated and scored: Experience and Qualifications (40 points possible); Past Performance for the School and/or References (20 points possible); and Cost (40 points possible).

The Evaluation Committee awarded TAAG's proposal the highest overall score, 80/100. The other proposals received scores as follows: Lawn Butler/Outworx, 67/100; Above All Landscaping, 38/100; and Brightview, 27/100.

Based on the Evaluation Committee's review of the proposals, TAAG Construction (a) is highly qualified and has extensive experience in providing charter schools with snow removal services; (b) has successfully provided such services to the School in the past; and (c) can provide such services at a competitive cost.

**Award Recommendation**

The Evaluation Committee recommends to the School's Board of Directors that it award the School's snow removal contract to TAAG Construction, with the contract having a term of up to five years. The Evaluation Committee believes that TAAG Construction's proposal provides the best value to the School in connection with snow removal services.

## Policy Summary

### Amending Religion and Education Policy

The proposed revisions to the Religion and Education Policy stem from HB 348 that was passed during the 2023 legislative session. This bill changed the process by which parents and students refrain from participating in a school activity that they feel would violate their religious beliefs or right of conscience. Parents are no longer required to request waivers of participation for their students. Instead, parents may simply waive their student's participation in, or students may simply refrain from participating in, any aspect of school that violates a religious belief or right of conscience of the student or the student's parent. The revisions to the Religion and Education Policy and its accompanying procedures reflect these changes as well as other parts of HB 348 (e.g., school can't require or incentivize a student to affirm or deny the student's or the student's parent's religious beliefs or right of conscience; school can't penalize or discriminate against a student for not participating due to the student's or the student's parent's religious belief or right of conscience; etc.).



# Religion and Education Policy

Adopted: May 12, 2022

Revised:

## Purpose

It is the policy of Legacy Preparatory Academy (the "School") to recognize, protect, and accommodate the rights of religious practice and expression guaranteed by state and federal laws and by the constitutions of Utah and the United States.

The purpose of this policy is to help School personnel protect and accommodate individual religious belief and rights of conscience in the School.

## Policy

The School's Board of Directors expects School personnel to foster mutual understanding and respect for all individuals and beliefs. Study about religion is an important part of a complete education and is necessary to achieving an understanding of history, societies, and cultures throughout the world. School curricula – including activities, discussions, assignments, displays, and performances – may refer to religious thought and expression, provided such references are designed to achieve specific educational objectives.

School personnel should neither promote nor disparage any religious, agnostic, or atheistic belief or religion in general. Teaching about religion should be objective, thus avoiding any implication that religious doctrines have the endorsement of School authority. School personnel should recognize that religious holidays are observed in various ways, or not observed at all, based upon the influence of ethnic tradition, family style, or religious conviction.

Students may refrain from participation in any aspect of school that violates a religious belief or right of conscience of the student or of the student's parent or guardian.

The School shall not, in any aspect of school:

- (a) require or incentivize a student to affirm or deny the student's or the student's parent or guardian's religious belief or right of conscience.

(b) engage a student in a practice that violates or is contrary to the student's or the student's parent or guardian's religious belief or right of conscience; or

(c) penalize or discriminate against a student for refraining from participation due to the student's or the student's parent or guardian's religious belief or right of conscience.

A student's parent or guardian may waive the student's participation in any aspect of school (e.g., activities, discussions, and assignments) that the parent or guardian feels would violate the parent or guardian's or student's right of conscience or religious belief. Such waivers must be communicated in a timely manner to the appropriate School authorities.

The Director(s) shall establish administrative procedures to implement this policy.

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## Religion and Education Procedures

These procedures are established in order to comply with and implement the Religion and Education Policy adopted by the School's Board of Directors.

### Procedures for Implementation

1. The Director(s) will periodically review with teachers and staff the School's Religion and Education Policy (the "Policy") and these procedures. This review will stress the Board's expectation that School personnel will recognize, protect, and accommodate religious belief and individual rights of conscience in the operation of the School, while fostering mutual understanding and respect for all individuals and beliefs.

2. The Board encourages teachers and employees at the School to discuss, equitably and with civility, and, if possible, resolve with students, parents, and guardians, any concerns regarding curricular content, activities, or student participation.

3. Students, parents, and legal guardians will be provided with a copy of the policy and these procedures annually through the posting of this policy and these procedures on the School's website.

4. A student or parent or legal guardian of a student, may make a complaint to the Director(s) that a portion of the curriculum, a School activity, or the conduct of a School employee violates state or federal law insofar as it "endorse[s], promote[s], or disparage[s] a particular religious, denominational, sectarian, agnostic, or atheistic belief or viewpoint." See Utah Code § 53G-10-202(4);

5. The Director(s) may discuss annually with the Board any requests for accommodation, or complaints about religion in the curriculum, made within the last year in order to determine how the School can more effectively recognize, protect, and accommodate religious belief and individual rights of conscience in the operation of the School. In discussing these matters with the Board, the Director(s) will take care to protect the privacy rights of those who made complaints or requests. The Director(s) may also submit the written record of each complaint received and any decisions made regarding such complaints to the Board President.

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a.→A copy of the Policy, rules, and related statutes and regulations regarding religion in the curriculum will be available upon request in the school office;

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i.→It requires the affirmation or denial of a religious belief or practice, or right of conscience. ¶

ii.→It requires participation in a practice forbidden by a religious belief or practice, or right of conscience. ¶

iii.→It bars participation in a practice required by a religious belief or practice, or right of conscience.¶

d.→A claimed infringement must rise to a level of belief that the requested conduct violates a superior duty which is more than personal preference in order to, justifying waiver of participation.¶

¶

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## Waivers of Participation

1. When a student refrains from participating in any aspect of school that violates the student's or the student's parent or guardian's religious belief or right of conscience, the School:

a. Shall promptly notify the student's parent or guardian;

b. May offer an alternative that does not violate the student's or the student's parent or guardian's religious belief or right of conscience; and

c. May not require the student or the student's parent to explain, defend, or justify the student's or the student's parent or guardian's religious belief or right of conscience.

2. In addition, if a student refrains from a portion of a course or to a course in its entirety under Utah Code § 53G-10-205, the parent and School may work together to establish an alternate academic accommodation, which allows the student to demonstrate mastery of Core Standards or alternate standard, consistent with Utah Code § 53G-6-803(7) and Utah Code § 53G-10-205(2)(b).

3. When a student's parent or guardian waives the student's participation in any aspect of school that the parent or guardian feels would violate the student's or the student's parent or guardian's religious belief or right of conscience, the parent or guardian shall communicate that waiver (preferably in writing) as soon as possible to the Director(s) so that an appropriate alternative for the student can be considered.

4. The Director(s) will keep a written record of every waiver of participation based on religious belief or right of conscience.

## Complaints Alleging Violation of Law

If a complaint is made by a minor student, the Director(s) will give written notice to the student's parent or legal guardian by email to the parent or legal guardian's last known email address.

The Director(s), student, the student's parent or legal guardian, and the teacher or employee responsible for the program in question will meet to discuss the complaint, and the Director(s) will arrive at a decision, consistent with state and federal law, whether to alter the curriculum or activity, substitute another activity, or deny that the curriculum or activity is in violation of law. The Director(s) will give a written decision as soon as practical under the circumstances.

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**Deleted:** In general, and within the bounds of law, such requests by secondary students, or parents or legal guardians of any students, to be excused or refrain from participating in activities, discussions, and assignments they feel would violate their rights of conscience or religious freedom will be granted routinely and without penalty.¶

¶ Any student, parent, or legal guardian who desires a waiver of participation or substitution of another activity will put that request in writing and direct it to the Director(s).¶

¶ Once a student, parent, or legal guardian has requested a waiver of participation, the student will not be compelled to participate in any curriculum or activity pending resolution of the request, unless the Director(s) has determined that requiring the participation of that particular student in that particular activity is the least restrictive means necessary to achieve a specifically identified educational objective in furtherance of a compelling governmental interest. ¶

¶ The Director(s), student, the student's parent or legal guardian, and the teacher or employee responsible for the program in question will meet to discuss the request. The Director(s) will arrive at a decision, swiftly and in a manner consistent with state law, whether to waive participation, alter the curriculum or activity, substitute another activity, or require the student's participation. The Director(s) will encourage the student and student's parent or guardian to suggest a reasonable alternative. In making... [1]

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The Director(s) will keep for a reasonable time a written record of every complaint and any decisions made regarding each complaint.

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### Appeals Process

A student, parent, or legal guardian who is dissatisfied with the Director(s)' decision regarding complaints about curricula and activities perceived to be in violation of law, may appeal that decision within ten (10) days to the Board President.

**Deleted:** The Board President will personally, or by a committee of his or her choosing, evaluate the curriculum or activity in question. If the Board President is concerned that any curriculum or activity may violate state or federal law, he or she may determine whether the educational objectives could be achieved by less restrictive means and may request that the Director(s) alter or substitute another curriculum or activity.¶

The Board President will review the complaint of the student, parent, or legal guardian and the decision of the Director(s) and may modify said decision. At the sole discretion of the Board President, a committee of his or her choosing may be formed to review the complaint and the decision of the Director(s). If the Board President decides to form a committee to consider the appeal, the student and student's parent or guardian will be notified.

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The Board President will keep for a reasonable time a written record of every appeal and any decisions made regarding each appeal.

The decision of the Board President will be final.

## School Land Trust Plan SY25

**Goal:**

By the end of the 2025 school year, each grade, 1–5, will achieve at least a 3% increase from the beginning of the year to the end of the year in their reading proficiency. Grade 6 will decrease the number of students who are below or well below benchmark by 5 students. (This is part of a continuing, multi-year, emphasis to excel in the English Language Arts, coordinating several grants, including School LAND Trust.)

**Measurement:**

Students' progress toward reaching this goal will be progress monitored throughout the year with Acadience testing and other valid and reliable tools, ultimate success in reaching this goal will be determined by students' overall performance on End of Year Acadience Reading assessment.

**Expenditures:**

<b>Request FY23</b>	<b>Available - \$146,613.53</b>
CKLA Workbooks	\$8,000.00
Coaching	\$60,000.00
Track My Progress	\$6,500.00
Early Literacy Supplement	\$11,000.00
Read Naturally Live	\$3,500.00
Lexia English (Rosetta Stone)	\$5,000.00
95% Group	\$2,500.00
Literacy/Intervention/Behavior Specialist	\$50,113.53
Total:	\$146,613.53

# Proposed Legacy Preparatory Academy 2024-2025 Student Fee Schedule

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

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

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



<b>Dance – Company</b>	<ul style="list-style-type: none"> <li>● Fees paid to LPA: Team wear, costumes and supplies (\$110)</li> <li>● Fees paid to third-party vendor: shoes, tights, leotard (up to \$40)</li> </ul>	<b>\$150</b>
<b>Dance – Beginning Contemporary</b>	<ul style="list-style-type: none"> <li>● Fees paid to LPA (\$0)</li> <li>● Fees paid to third-party vendor: shoes, tights, leotard (up to \$40)</li> </ul>	<b>Up to \$40</b>
<b>Debate</b>	<ul style="list-style-type: none"> <li>● Jr Scholastic subscription</li> <li>● Team T-shirt</li> </ul>	<b>\$40</b>
<b>Guitar</b>	<ul style="list-style-type: none"> <li>● Fees paid to LPA: general supplies (\$25)</li> <li>● Fees paid to third-party vendor: guitar rental (up to \$200)</li> </ul>	<b>\$225</b>
<b>Orchestra – 1<sup>st</sup> year (LPA instrument borrow)</b>	<ul style="list-style-type: none"> <li>● School instrument (replacement share)</li> <li>● String/bow replacement</li> <li>● Accessories/supplies</li> <li>● T-shirt</li> </ul>	<b>\$180</b>
<b>Orchestra – 1<sup>st</sup> year (Third party [not LPA] instrument rental)</b>	<ul style="list-style-type: none"> <li>● Fees paid to LPA: t-shirt, instructional supplies (\$105)</li> <li>● Fees paid to third-party vendor: instrument rental (up to \$450)</li> </ul>	<b>\$555</b>
<b>Orchestra – 2/3<sup>rd</sup> year (LPA instrument borrow)</b>	<ul style="list-style-type: none"> <li>● School instrument (replacement share)</li> <li>● String/bow replacement</li> <li>● Accessories/supplies</li> <li>● T-shirt</li> </ul>	<b>\$155</b>
<b>Orchestra – 2/3<sup>rd</sup> year (Third party [not LPA] instrument rental)</b>	<ul style="list-style-type: none"> <li>● Fees paid to LPA: t-shirt, instructional supplies (\$105)</li> <li>● Fees paid to third-party vendor: instrument rental (up to \$450)</li> </ul>	<b>\$555</b>
<b>Spanish II</b>	<ul style="list-style-type: none"> <li>● T-shirt, supplies</li> </ul>	<b>\$20</b>
<b>Student Body Officers</b>	<ul style="list-style-type: none"> <li>● School SBO Sweater, supplies</li> </ul>	<b>\$65</b>
<b>Theater – Advanced Musical</b>	<ul style="list-style-type: none"> <li>● Fees paid to LPA: costumes, instructional supplies, choreographer/set design stipend, t-shirt, supplies (\$225)</li> <li>● Fees paid to third-party vendor: dance shoes, costume (\$70)</li> </ul>	<b>\$295</b>
<b>Theater – Intermediate Musical</b>	<ul style="list-style-type: none"> <li>● Fees paid to LPA: costumes, instructional supplies, choreographer/set design stipend, t-shirt, supplies (\$115)</li> <li>● Fees paid to third-party vendor: dance shoes, costume (\$85)</li> </ul>	<b>\$200</b>
<b>Theater – Drama 1</b>	<ul style="list-style-type: none"> <li>● Costumes, instructional supplies, set design stipend, t-shirt, supplies</li> </ul>	<b>\$10</b>

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

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

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

**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.



# LEGACY | Preparatory Academy

Classical Education and Fine Arts

## Directors Report | March 2023

Building 2 - Board Room | Thursday, March 21, 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](mailto:elementary@legacyprep.org)

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

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

[www.legacyprep.org](http://www.legacyprep.org)

### LEGACY PREPARATORY ACADEMY

Board Meeting Schedule:  
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 and focused on the following tasks:
    - Triennial Assessment Tool:  
The committee conducted a thorough review of our triannual assessment tool, which will play a crucial role in evaluating the efficiency of our Wellness Policy. This tool helps us gauge our progress in promoting a healthy school environment and identifying areas for improvement. Your input and feedback during this process have been invaluable.
    - Policy Review and Updates:  
Based on the assessment tool's findings, the committee will meet next month to review our Wellness Policy to ensure that it aligns with our current goals and objectives.
    - Upcoming Initiatives:  
Looking ahead, we are planning several initiatives to further promote wellness among our staff and students for the 2024/2025 school year.
- School Safety
  - Last month, I attended the USBE's PREPaRE Workshop. This three-day training focused has been developed by the National Association of School Psychologists (NASP) as part of NASP's partnership with USBE in providing evidence-based resources and consultation related to school crisis prevention and response. This workshop is essential in helping us improve and strengthen our school safety and crisis management plans and emergency response plans.
  - As you recall, during the 2023 Legislative Session, Utah lawmakers passed HB140, which streamlines school drills and procedures for incidents and threats. These can include a range of potential disruptions during a school day and are designed to ensure the safety of students, educators, and emergency responders. All schools are required to implement the SRP/SRM into their emergency operations plan(s). During February Break, I attended USBE's Standard Response Protocol/Standard Reunification Method Train the trainer workshop, which will enable to me provide out

staff with the trainings they need to better understand our emergency operations plans and what roles they play in the event of an emergency.

- In connection with the 2023 legislation, our application for the gun detection software grant has been submitted and approved. We are currently working with AEGIX Global to get all of our IT information submitted so the software can be installed on school cameras. At which time, staff will receive additional instructions and training.
- This month the school began partnership with the Woods Cross Police Department. This partnership is important for many reasons:
  - First, having a working relationship with local law enforcement allows us to have a fresh perspective in reviewing our policies and procedures, enabling us to implement recommended changes prior to an actual crisis.
  - Second, the partnership allows us the opportunity to conduct drills with all surrounding local law enforcement agencies. Conducting these drills with law enforcement allows officers to familiarize themselves with our buildings and helps us to make changes to our emergency response plans based on areas we identify may need updated or changed when running the drill. Running these drills also gives our incident command team practice on how to best complete their desks in the event of an emergency.
    - One immediate change we have implemented from having our initial meeting with law enforcement is making sure they have access to the building.
  - Lastly, this partnership provides an opportunity for staff and students to interact with local law enforcement in a less stressful environment, with law enforcement reinforcing our policies and procedures.

## LEGAL AND ETHICAL COMPLIANCE

### ○ Policies & Procedures

#### • Religion and Education Policy

The proposed revisions to the Religion and Education Policy stem from HB 348 that was passed during the 2023 legislative session. This bill changed the process by which parents and students refrain from participating in a school activity that they feel would violate their religious beliefs or right of conscience. Parents are no longer required to request waivers of participation for their students. Instead, parents may simply waive their student's participation in, or students may simply refrain from participating in, any aspect of school that violates a religious belief or right of conscience of the student or the student's parent. The revisions to the Religion and Education Policy and its accompanying procedures reflect these changes as well as other parts of HB 348 (e.g., school can't require or incentivize a student to affirm or deny the student's or the student's parent's religious beliefs or right of conscience; school can't penalize or discriminate against a student for not participating due to the student's or the student's parent's religious belief or right of conscience; etc.).

## PROJECT MANAGEMENT

### ○ School Breakfast and National School Lunch Program

- As a reminder, our first A/R review with the state will take place next week. We have been working with LunchPro for the last two months in preparation for this meeting and are excited to show the NSLP team the amazing response the program has had at Legacy.

- Facilities
  - Bond Funds Improvement Recap
    - We are continuing to work with the facilities and maintenance team on projects that we need to be planning for. In addition to the plans, we have to allocate the remaining bond funds (new gym doors, new faucets, and lunchroom upgrades. We are also looking into completing a few other projects including replacing damaged mirrors in the bathrooms and replacing some lights. Once we receive quotes on the new projects, we will review everything with the finance committee to provide a recommendation for project completion priorities.
  - Facilities Maintenance Plan
    - Last month we included a facilities maintenance plan, which was completed in partnership with AW's facilities team. The goal of this plan is to outline potential projects we will have each year and help us to establish a line item in the annual budget that will grow and help it be less of a burden on the school when more costly items need replaced.
      - NOTE: items listed on the facilities maintenance plan are an approximate cost
- Marketing & Development
  - Brand Recognition
    - Orientation Swag Bags
      - Junior High orientation was held on March 11<sup>th</sup>. Students who attended received a swag bag that included a fun pen, pencil, LPA sticker, and little treat – items we hope excite them for the journey they will embark on next year!
      - Kindergarten orientation was held on March 20<sup>th</sup>. We had a full house that afternoon as we were so excited to see so many eager and excited students. The kindergarten team did a wonderful job on their presentation, helping to get students and their families prepared for the start of the new school year. In addition to getting so much needed information from the kindergarten team, students who attended orientation also received a swag bag filled with a sticker, playdough (to assist in fine motor skill development), and some smarties!
        - Additional bags have been prepared for new students who register after orientation
  - Enrollment Interest Meeting
    - Our enrollment interest meetings have been very well attended the last few months. These meetings play a part in introducing potential families to the Legacy community. The admin team has worked hard to coordinate enrollment materials with the presentation given that evening so families are better able to understand what LPA has to offer and why our school might be the best fit for their family. It has been really fun seeing the excitement and connection families make to our mission and vision!
- 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 988 students registered for the 2023-2024 school year
      - REGISTERED: spot selected in Lottrease, 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
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
Grade	K	1	2	3	4	5	6	7	8	9	TOTAL
Active	113	117	91	102	109	100	94	99	88	67	980
Withdrawn	10	5	8	9	4	6	9	11	18	15	95
Registered	0	0	0	0	0	0	0	0	2	0	2
Students Not Yet Registered	0	0	0	0	0	0	0	0	0	0	0
Effective 2/15/2024											1
Grade	K	1	2	3	4	5	6	7	8	9	TOTAL
Active	116	117	90	103	111	100	94	102	88	67	988
Withdrawn	9	5	9	9	4	6	9	10	18	15	94
Registered	0	0	0	0	0	0	0	0	2	0	2
Students Not Yet Registered	1	0	0	0	1	0	0	1	0	0	3
Effective 3/1/2024											8
Grade	K	1	2	3	4	5	6	7	8	9	TOTAL
Active	114	116	90	103	111	100	94	101	89	66	984
Withdrawn	10	7	9	9	4	7	9	11	18	16	100
Registered	0	0	0	0	0	0	0	0	2	0	2
Students Not Yet Registered	0	0	0	0	0	0	0	0	0	0	0
Effective 3/15/2024											-4

- 2024/2025 Intent to Return
  - We are currently working on contacting currently registered students to finalize the intent to return process 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	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	NOTES
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	NOTES
Future	18	115	117	91	102	109	103	93	100	90	0	938	Added 15 students
Registered	48	6	1	4	0	3	4	4	1	1	0	72	Added 1 more potential student
Students Not Yet Registered	0	18	16	16	19	14	23	23	23	28	2	182	Reduced the number of not registered students by 10
Effective 2/15/2024													
Grade	K	1	2	3	4	5	6	7	8	9	10	TOTAL	NOTES
Future	48	118	117	93	102	112	105	86	105	90	0	976	Added 38 students
Registered	29	2	0	0	3	2	1	2	1	0	0	40	Added 32 more potential student
Students Not Yet Registered	0	13	12	13	13	12	14	11	22	25	0	135	Reduced the number of not registered students by 47
Effective 3/1/2024													
Grade	K	1	2	3	4	5	6	7	8	9	10	TOTAL	NOTES
Future	57	118	115	95	103	114	106	87	103	92	0	990	Added 14 students
Registered	25	3	0	0	1	4	2	0	1	0	0	36	Added 4 more potential student
Students Not Yet Registered	0	9	7	11	6	10	8	6	13	19	0	89	Reduced the number of not registered students by 49
Effective 3/15/2024													

# EDUCATION REPORT

## PROFESSIONAL DEVELOPMENT

- Teacher Training – We met again with teachers participating on our K–3 Curriculum committee. We had a presentation from each vendor and are making the final decision and filling out the curriculum rubric. As a reminder all curricula chosen for evaluation came from the State approved choices because they follow the science of reading and have been rigorously evaluated by the State.
- On the 15<sup>th</sup> we had a Professional Development Day for the teachers and staff. We focused on 180-day plans, formative and summative assessments and preparing for end of level testing. Elementary teachers completed surveys about their students and Jr. High teachers had training on the next steps of implementing standards-based grading for our secondary students.
- Legislative update regarding WPU – WPU was raised at the cost of other educational programs, primarily early literacy, prevention programs, and English Language Learner software. Schools are not receiving 5% more funding. Some restricted programs were eliminated to raise the WPU (unrestricted funds).
- The proposed 24/25 Fee Schedule and Spend Plan and the Fee Waiver policy were released to the community. We have received no comments from our community.
- Updates to the Fee Schedule are as follows:
  - All Art classes have been reduced by \$10 each semester. The increase 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.
  - We increased the possible fee for Spanish II \$5 (\$15 to \$20) since their shirt might cost more, however we are looking for a new vendor so we can possibly charge the same or less than previous years.
  - All other fees stayed the same.
  - We added one additional fee for Summer Camp classes. This was added to support some of our teachers as they want to pursue clinics and classes to be taught for the school over the summer.

## CHARACTER EDUCATION

- Our February Paideia focus is “I am Developing Practical Wisdom, I make good judgements”. In addition to our monthly assemblies with this focus, we were pleased to book the Utah Shakespeare Festival's performance of Hamlet. Students in grades 4-9 were able to watch this performance this morning.
- SHARP survey – As an FYI, Legacy will be participating in the SHARP survey next school year.

## ACADEMIC EXCELLENCE

- School LAND Trust SY25: Proposed Plan

### Goal:

By the end of the 2025 school year, each grade, 1–5, will achieve at least a 3% increase from the beginning of the year to the end of the year in their reading proficiency. Grade 6 will decrease the number of students below or well below benchmark by 5. (This is part of a continuing, multi-year, emphasis to excel in the English Language Arts, coordinating several grants, including School LAND Trust.)

### Measurement:

Students' progress toward reaching this goal will be progress monitored throughout the year with Acadience testing and other valid and reliable tools, ultimate success in reaching this goal will be determined by students' overall performance on End of Year Acadience Reading assessment.

Expenditures:

Request FY25	Available - \$146,613.53
CKLA Workbooks	\$8,000.00
Coaching	\$60,000.00
Track My Progress	\$6,500.00
Early Literacy Supplement	\$11,000.00
Read Naturally Live	\$3,500.00
Lexia English (Rosetta Stone)	\$5,000.00
95% Group	\$2,500.00
Literacy/Intervention/Behavior Specialist	\$50,113.53
Total:	\$146,613.53

- 6<sup>th</sup> 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.
  
- Reminder of ELA data from past RISE assessments

