



Governing Board Meeting

Date: April 18, 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
 - Supplemental Literacy Curriculum- Reading Horizons or UFLI
- Consent Agenda
 - March 21, 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

DISCUSSION & VOTING ITEMS

- Policy to Review:
 - Sex Education Instruction Policy
- LEA license
- Board Member Terms and Elected Offices

CALENDARING

- Next Board Meeting Thursday, May 16, at 7:00 PM

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.



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)

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Month End Report

Category	Type	YTD Actual	Budget	% of Budget	Forecast	% of Forecast
Revenue (3 Category records)						
1000 Local Revenue	Revenue	575,085	634,255	91%	754,255	76%
3000 State Revenue	Revenue	7,428,678	9,668,344	77%	10,017,051	74%
4000 Federal Revenue	Revenue	114,517	238,451	48%	320,858	36%
TOT		8,118,280	10,541,050		11,092,164	
Expense (8 Category records)						
100 Salaries	Expense	-3,598,557	-5,234,582	69%	-5,299,606	68%
200 Benefits	Expense	-897,837	-1,408,274	64%	-1,411,283	64%
300 Professional Services	Expense	-539,579	-737,185	73%	-800,339	67%
400 Property Services	Expense	-432,537	-910,000	48%	-606,000	71%
500 Other Services	Expense	-401,844	-438,904	92%	-533,404	75%
600 Supplies and Materials	Expense	-545,970	-548,628	100%	-629,472	87%
700 Property	Expense	-196,564	-220,000	89%	-271,000	73%
800 Debt and Miscellaneous	Expense	-547,414	-1,634,214	33%	-1,674,214	33%
TOT		-7,160,303	-11,131,786		-11,225,318	
TOT		957,977	-590,736		-133,154	

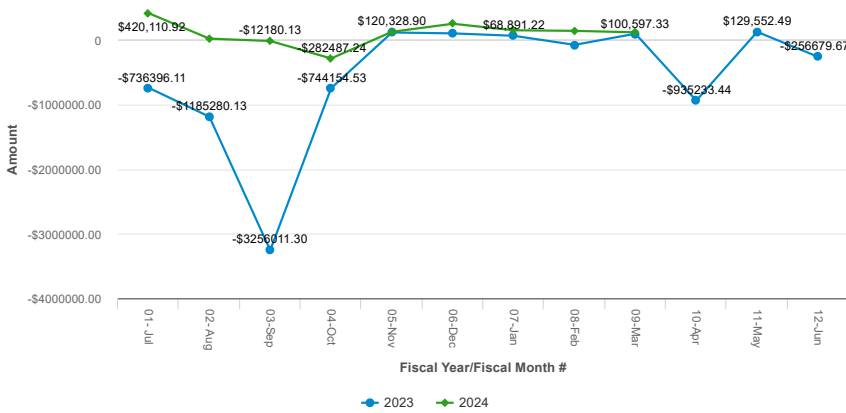
Financial Ratios

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

Budget Analysis

- School Lunch revenue and expense forecasts have increased due to the success of the program.
- Forecasted Operating Income is \$377,846. (-133,154 + 511,000)
- We have received the FY25 Legislative estimates which show the WPU is \$4,494 this year (\$214, 5% increase).
- We have requested a \$578,843.47 drawdown from our bond project fund. The Project Fund balance is now \$377,547.

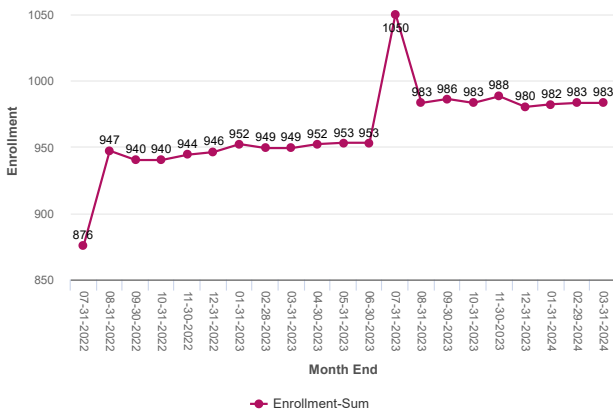
Monthly Change in Net Position



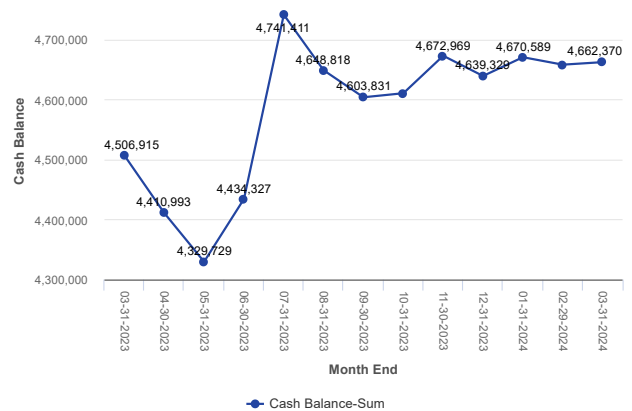
Capital Accounts

Account	YTD Amount	Budget	Forecast
0450 Construction Services	<u>-174,183</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	-91,000
0730 Equipment	<u>-110,343</u>	-100,000	-125,000
TOT	-370,747	-820,000	-511,000

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 77% (14 Account records)							
1510 Interest on Investments	Revenue	190,190	300,555	290,000	104%	370,000	81%
1610 Sales to Students	Revenue		156,533	150,000	104%	188,000	83%
1620 Sales to Adults	Revenue		1,520	0	0%	2,000	76%
1710 Admissions	Revenue	13,691	13,029	18,900	69%	18,900	69%
1741 General Student Fees	Revenue	0		10,000	0%	10,000	0%
1743 Curricular Activity Fees	Revenue	53,276	51,705	69,120	75%	69,120	75%
1747 Extra-Curricular Activity Fees	Revenue	16,533	18,765	22,735	83%	22,735	83%
1750 School Vending & Stores (Gross Sales)	Revenue	42,600	20,288	42,500	48%	42,500	48%
1760 Fines	Revenue	1,027	1,262	2,000	63%	2,000	63%
1770 Fundraising	Revenue	7,765		15,000	0%	15,000	0%
1790 Other Student Activity	Revenue		519	0	0%	0	0%
1910 Rentals	Revenue	2,835	2,880	3,000	96%	3,000	96%
1920 Contributions and Donations From Private Sources	Revenue	8,165	4,943	10,000	49%	10,000	49%
1990 Miscellaneous	Revenue	137	3,087	1,000	309%	1,000	309%
TOT		336,218	575,085	634,255		754,255	
Revenue - 3000 State Revenue 74% (9 Account records)							
3005 Regular School Programs K	Revenue	200,069	311,833	420,613	74%	414,811	75%
3010 Regular School Programs 1-12	Revenue	2,299,464	2,634,511	3,419,924	77%	3,511,773	75%
3020 Professional Staff	Revenue	164,461	193,940	256,403	76%	258,586	75%
3100 Restricted Basic School Programs	Revenue	800,903	903,071	1,118,307	81%	1,200,219	75%
3200 Related to the Basic Programs	Revenue	2,364,390	2,496,467	3,258,239	77%	3,295,500	76%
3300 Special Populations	Revenue	110,211	27,419	36,440	75%	36,559	75%
3400 Other Programs	Revenue	241,930	496,280	617,753	80%	654,380	76%
3500 One-time Funding	Revenue	275,740	311,574	475,665	66%	488,770	64%
3800 Non-MSP State Revenues (via USBE)	Revenue	6,096	53,582	65,000	82%	156,453	34%
TOT		6,463,264	7,428,678	9,668,344		10,017,051	
Revenue - 4000 Federal Revenue 36% (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%	2,189	0%
4524 IDEA - B -- Disabled (PL 101-476)	Revenue			132,575	0%	196,849	0%
4560 Federal Child Nutrition Programs	Revenue		114,517	100,000	115%	120,000	95%
4800 Federal No Child Left Behind	Revenue		0	3,704	0%	1,820	0%
TOT			114,517	238,451		320,858	
Revenue - 5000 Other Sources 0% (1 Account)							
5300 SALE OF, OR COMPENSATION FOR LOSS OF, FIXED ASSETS	Revenue	46,334		0	0%	0	0%
TOT		46,334	0	0		0	
Expense - 100 Salaries 68% (7 Account records)							
0121 Salaries - Principals and Assistants	Expense	-316,965	-321,311	-460,073	70%	-464,095	69%
0131 Salaries - Teachers	Expense	-2,276,015	-2,627,796	-3,885,311	68%	-3,942,428	67%
0132 Salaries - Substitute Teachers	Expense	-37,435	-38,369	-40,000	96%	-40,000	96%
0142 Salaries - Guidance Personnel	Expense	-84,425	-93,834	-137,455	68%	-137,455	68%
0152 Salaries - Secretarial and Clerical Personnel	Expense	-128,887	-162,198	-217,632	75%	-227,632	71%
0161 Salaries - Teacher Aides and Para-Professionals	Expense	-301,912	-318,721	-445,961	71%	-439,847	72%
0184 Salaries - Administrative Technology Personnel	Expense	-31,700	-36,328	-48,150	75%	-48,150	75%
TOT		-3,177,338	-3,598,557	-5,234,582		-5,299,606	
Expense - 200 Benefits 66% (6 Account records)							
0220 Social Security	Expense	-256,502	-264,785	-533,789	50%	-481,497	55%

Account	Category Type	Prior YTD	Current YTD	Budget	% of Budget	Forecast	% of Forecast
0230 Local Retirement	Expense	-92,837	-119,118	-160,000	74%	-160,000	74%
0240 Group Insurance	Expense	-427,263	-466,639	-713,485	65%	-713,485	65%
0270 Industrial Insurance	Expense	-22,657	-10,185	0	0%	-12,300	83%
0280 Unemployment Insurance	Expense		-37,109	0	0%	-43,001	86%
0290 Other Employee Benefits	Expense	-445	0	-1,000	0%	-1,000	0%
TOT		-799,703	-897,837	-1,408,274		-1,411,283	
Expense - 300 Professional Services 74% (6 Account records)							
0320 Professional - Educational Services	Expense	-156,120	-112,092	-170,371	66%	-165,885	68%
0330 Professional Employee Training and Development	Expense	-9,077	-53,802	-50,000	108%	-81,558	66%
0340 Other Professional Services	Expense	-63,964	-25,099	-42,439	59%	-42,439	59%
0345 Business Services	Expense	-274,687	-291,924	-379,375	77%	-415,457	70%
0349 Purchased Legal Services	Expense			-5,000	0%	-5,000	0%
0350 Technical Services	Expense	-116,244	-56,663	-90,000	63%	-90,000	63%
TOT		-620,093	-539,579	-737,185		-800,339	
Expense - 400 Property Services 74% (12 Account records)							
0411 Water/Sewage	Expense	-10,262	-13,568	-15,000	90%	-23,000	59%
0412 Disposal Service	Expense	-11,406	-9,093	-16,000	57%	-13,000	70%
0422 Snow Removal Services	Expense		-7,978	0	0%	-12,000	66%
0423 Custodial Services	Expense		-114,300	-150,000	76%	-165,000	69%
0424 Lawn Care Services	Expense		-29,369	0	0%	-40,000	73%
0430 Repairs & Maintenance Services	Expense	-59,471	-48,831	-60,000	81%	-60,000	81%
0431 Non-Technology Repairs & Maint.	Expense	-0		0	0%	0	0%
0433 Custodial Services	Expense	-115,108	0	0	0%	0	0%
0442 Rental of Equipment & Vehicles	Expense		-33,975	-60,000	57%	-51,000	67%
0443 Rental of Computers & Related Equipment	Expense	-45,360			0%		0%
0450 Construction Services	Expense	-18,144	-174,183	-600,000	29%	-240,000	73%
0490 Other Purchased Property Services	Expense	-8,543	-1,240	-9,000	14%	-2,000	62%
TOT		-268,293	-432,537	-910,000		-606,000	
Expense - 500 Other Services 85% (11 Account records)							
0513 Student Transportation Services - Commercial	Expense	-8,222	-11,087	-13,000	85%	-13,000	85%
0517 Student Overnight Trips/Field Trips	Expense		-3,363	0	0%	0	0%
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%	-85,000	73%
0522 Liability Insurance	Expense	-78,596		-85,000	0%	0	0%
0530 Communication (Telephone & Other)	Expense	-3,558	-3,017	-5,000	60%	-5,000	60%
0540 Advertising	Expense	-8,547	-9,076	-9,000	101%	-9,500	96%
0550 Printing and Binding	Expense	-628		-1,000	0%	0	0%
0569 Student Tuition - Other	Expense	-3,800		-3,904	0%	-3,904	0%
0570 Food Service Management	Expense		-312,594	-315,000	99%	-410,000	76%
0580 Travel/Per Diem	Expense	-3,958	-68	-4,500	2%	-4,500	2%
TOT		-119,178	-401,844	-438,904		-533,404	
Expense - 600 Supplies and Materials 88% (11 Account records)							
0610 General Supplies	Expense	-88,556	-119,254	-107,142	111%	-127,142	94%
0610-001 Furniture and Fixtures (not capitalized)	Expense	-10,998	-4,676	-10,000	47%	-8,841	53%
0610-002 Other Food Purchases	Expense	-19,935		0	0%	0	0%
0620 Energy	Expense	-19,212			0%		0%
0621 Natural Gas	Expense		-20,802	-25,000	83%	-35,000	59%
0622 Electricity	Expense	-57,094	-53,916	-75,000	72%	-75,000	72%
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	-140,248	-108,973	129%	-152,836	92%
0670 Software	Expense	-64,683	-72,121	-48,238	150%	-73,000	99%
0680 Maintenance Supplies and Materials	Expense	-34,867	-24,005	-40,000	60%	-30,000	80%
TOT		-398,793	-545,970	-548,628		-629,472	
Expense - 700 Property 73% (4 Account records)							
0710 Land and Site Improvements	Expense	-18,060	-47,507	0	0%	-55,000	86%

Account	Category Type	Prior YTD	Current YTD	Budget	% of Budget	Forecast	% of Forecast
0720 Building	Expense	-6,368,381	-38,715	-120,000	32%	-91,000	43%
0730 Equipment	Expense	-7,520	-110,343	-100,000	110%	-125,000	88%
0734 Technology Related Hardware	Expense	-16,650		0	0%	0	0%
TOT		-6,410,611	-196,564	-220,000		-271,000	
Expense - 800 Debt and Miscellaneous 33% (5 Account records)							
0810 Dues and Fees	Expense	-90,183	-72,814	-69,740	104%	-109,740	66%
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		-649,580	-547,414	-1,634,214		-1,674,214	
TOT		-5,597,773	957,977	-590,736		-133,154	

Sex Education Instruction Policy

Adopted: May 12, 2022

Purpose

The purpose of this policy is to ensure that any sex education instruction or instructional programs taught at Legacy Preparatory Academy (the "School") is compliant with state law.

Policy

The School will comply with applicable state law regarding the review, approval, and presentation of sex education instruction or instructional programs if the School elects to provide sex education instruction or instructional programs, including maturation education, at the School.

"Sex education instruction or instructional programs" means any course material, unit, class, lesson, activity, or presentation that, as the focus of the discussion, provides instruction or information to a student about sexual abstinence, human sexuality, human reproduction, reproductive anatomy, physiology, pregnancy, marriage, childbirth, parenthood, contraception, HIV/AIDS, sexually transmitted diseases, or refusal skills, as defined in Utah Code § 53G-10-402. While these topics are most likely discussed in courses such as health education, health occupations, human biology, physiology, parenting, adult roles, psychology, sociology, child development, and biology, this policy applies to any course or class in which these topics are the focus of discussion.

The Director(s) shall establish administrative regulations to help the School comply with the requirements related to sex education instruction or instructional programs under Utah law.

Review

Every two years the Board of Directors shall (a) review this policy; and (b) review data for the county in which the School is located regarding teen pregnancy, child sexual abuse, sexually transmitted diseases and sexually transmitted infections, and the number of pornography complaints or other instances reported in the School.

April 18, 2024

Dear Superintendent,

The Legacy Preparatory Academy Governing Board approved LEA-Specific educator licenses to one individual in a public meeting held on April 18, 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,

Anna Mark
Board Vice Chair
Legacy Preparatory Academy

SY23-24 LEA-S (specific) Requests

Effective 8/2021, the following are NOT allowed for LEA-S: Audiologist, Deaf Education, Preschool Special Ed, School Psychologist, School Social Worker, Special Ed (K-12), Speech Language Pathologist, Speech Language Therapist

LEA (District or Charter)	Date LEA's Board Met	CACTUS ID	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	Is Educator's Assignment in CACTUS?	Has LEA Specific tab in CACTUS been completed?	Does Educator Have a current BACKGROUND check? (Y/N)	Does Educator Have a current ETHICS check? (Y/N)
Legacy Preparatory Academy	4/18/24	796938	Evans	Brandie	3	N	School Leadership								
										3	Brandie is a Co-Executive Director in charge of School Operations. She is required to have a CACTUS ID and this requires her to have a license. She is not pursuing a degree in education as she has a degree in Political Science which allows her to adequately perform the duties of her job.				