



Board of Trustees
06/20/2024 03:00 PM
Anchor Location: 1353 W 760 N
Orem, Utah 84057
Board meetings are held via teleconference.

MEETING MINUTES

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Attendees

Voting Members

- Ms. Karen Aston, President
- Ms. Amber Wright, Treasurer
- Ms. Nancy Willison, Board Member
- Ms. Jenn Singletary, 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
 - Janey Stoddard
-

1. Board Meeting Welcome and Roll Call

Karen Aston called the meeting to order at 3:05PM.

2. Pledge of Allegiance

3. Public Comment

a. Math & Language Arts Curriculum

This was the second opportunity for the public to comment on the Math & Language Arts curriculum. There was no public comment.

4. Consent Calendar

a. May 23, 2024 Board Meeting and Closed Session Minutes

Motion: I move to approve the May 23, 2024 Board Meeting and Closed Session Minutes.

Motion made by: Nancy Willison

Motion seconded by: Karen Aston

Voting:

Karen Aston - Yes

Amber Wright - Yes

Nancy Willison - Yes

Jenn Singletary - Yes

5. Reports

a. Administrative Report

Kristy verbally gave the Administrative Report. There are currently 479 students enrolled for the 24-25 school year. The administration is working on preparations for the next school year. The administration is also working hard to fill all open positions.

Amber Wright joined the meeting at 3:09PM.

b. Finance Report

i. Annual Commitment to Ethical Behavior

The Annual Commitment to Ethical Behavior is part of Fraud Risk Assessment. Each board member of Lumen Scholar Institute must sign a commitment to ethical behavior annually stating that they will abide by school Ethics Policy.

ii. Fraud Risk Assessment

Dawn Benke completed the Fraud Risk Assessment and reviewed each of the line items. There are checks and balances in the finances to prevent fraud. The whole board completed the required training to help mitigate the risk of fraud. With 375/395 points, Lumen Scholar Institute is classified as "Very Low Risk" of fraud occurring.

6. Board Business

a. 2023/2024 Amended Budget

Dawn Benke explained the proposed amended budget and explained each of the line items. As of the end of May, net income is trending positively. Boosting enrollment has helped increase their net income this year over last year. Even with salaries being paid over the summer, net income will still end relatively high. This budget amendment will reflect the actual expenditures of the 23/24 fiscal year.

Motion: I move to approve the Amended Budget as revised and discussed.

Motion made by: Jenn Singletary

Motion seconded by: Amber Wright

Voting:

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

b. 2024/2025 Proposed Budget

Dawn Benke presented the 2024/2025 Proposed Budget. The proposed budget was created with a conservative mindset. The Proposed Budget includes the new wages for the 2024/2025 school year.

Motion: I move to approve the 2024/2025 Proposed Budget.

Motion made by: Jenn Singletary

Motion seconded by: Amber Wright

Voting:

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

c. Policies

i. Kindergarten Toilet Training Policy

Janey Stoddard explained the Kindergarten Toilet Training Policy. The board asked several clarifying questions about what this new policy would entail. This is a new policy that stems from new legislation. This policy will require students to be toilet trained before attending school, unless a student has an IEP or there are other extenuating circumstances.

Motion: I move to approve the Kindergarten Toilet Training Policy.

Motion made by: Amber Wright

Motion seconded by: Nancy Willison

Voting:

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

ii. Student Conduct & Discipline Policy

Janey Stoddard provided the board with a summary of the changes to the Student Conduct and Discipline Policy. This policy amendment will bring it in line with the new legislation passed at the most recent legislative session. The board asked clarifying questions and both the board and administration agreed the changes would be in the best

interest of the school and students.

Motion: I move to approve the Student Conduct and Discipline Policy Amendment.

Motion made by: Karen Aston

Motion seconded by: Jenn Singletary

Voting:

Karen Aston - Yes

Amber Wright - Yes

Nancy Willison - Yes

Jenn Singletary - Yes

d. Math Curriculum

Amy Hart presented the Math Curriculum. This new curriculum is an online math program for 3rd-8th graders. The program will allow teachers to track what students are doing in their live program. Several teachers received access to Mathspace prior to purchasing the program to test it. The administration also had a few students access to the program, and they are happy with the results. Seeing students working in real time is key to student learning.

Motion: I move to approve the Math Curriculum.

Motion made by: Nancy Willison

Motion seconded by: Amber Wright

Voting:

Karen Aston - Yes

Amber Wright - Yes

Nancy Willison - Yes

Jenn Singletary - Yes

e. Language Arts Curriculum

Amy Hart presented the Language Arts Curriculum to the board. To be aligned with state requirements, a curriculum change was needed. Teachers will be able to see in real time what students are accomplishing as they work through the program.

Motion: I move to approve the Language Arts Curriculum.

Motion made by: Nancy Willison

Motion seconded by: Karen Aston

Voting:

Karen Aston - Yes

Amber Wright - Yes

Nancy Willison - Yes

Jenn Singletary - Yes

f. Mental Health Grant

This item was tabled.

g. Zoom Invoice

Jonathan Seal presented the Zoom Invoice to the board. This invoice must be approved annually.

Motion: I move to approve the Zoom Invoice.

Motion made by: Jenn Singletary

Motion seconded by: Nancy Willison

Voting:

Karen Aston - Yes

Amber Wright - Yes

Nancy Willison - Yes

Jenn Singletary - Yes

h. Technology Plan

Jonathan Seal presented the Technology Plan. This plan will make technology available to every grade. More iPads will be purchased to replace aging devices.

Motion: I move to approve the Technology Plan up to \$250,000.

Motion made by: Karen Aston

Motion seconded by: Amber Wright

Voting:

Karen Aston - Yes

Amber Wright - Yes

Nancy Willison - Yes

Jenn Singletary - Yes

i. Board Terms and Elected Offices

The board recognizes that Steve Jedziniak has stepped off the board. With their terms ending at the end of June, the board agreed to vote Karen Aston and Amber Wright each for another 5-year term. All Elected Offices will remain the same. The board is actively recruiting for more board members.

Motion: I move to approve Karen Aston and Amber Wright each for a 5-year term ending June 30, 2029, and for all Elected Offices to remain as presently constituted.

Motion made by: Nancy Willison

Motion seconded by: Jenn Singletary

Voting:

Karen Aston - Yes

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

j. Calendaring

The next meeting is scheduled for August 15, 2024.

7. School LAND Trust Council

8. Adjourn

Motion: At 4:11PM, I make a motion to adjourn the meeting.

Motion made by: Nancy Willison

Motion seconded by: Jenn Singletary

Voting:

Karen Aston - Yes

Amber Wright - Yes

Nancy Willison - Yes

Jenn Singletary - Yes