



Governing Board Meeting

Date: December 16, 2024

Time: 6:00 PM

Location: 1228 West 2185 South Woods Cross, Utah 84087

<https://us02web.zoom.us/j/84638974149?pwd=jjNkTgn17ZN5i54Dknd0quN0UtsXM2.1>

Mission Statement

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

AGENDA

BUSINESS OF THE GOVERNING BOARD

OPEN MEETING: ROLL CALL AND WELCOME

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).

CONSENT ITEMS

- October 10, 2024, Board Meeting and Closed Session Minutes
- New Hires
 - Gayle Deardon – Counselor
 - Jami Key – Flex Instructor
 - Faith Christenson – Recess Aide / Flex Instructor
 - Ashley Petersen – Admin/Marketing Assistant
 - Kathy Avery – SpEd Paraprofessional
 - Alison Gerstner – Elementary Flex Paraprofessional
 - On Call Subs – Nancy Salas, Ashely Arnn, Brooklyn Jones, Bella Ericson, Jackie Huggard, Kathy Avery, Angie Sterner

DISCUSSION & VOTING ITEMS

- Design-Construction RFP

CALENDARING

- Next Board Meeting Thursday, January 16, 2025, at 7:00 PM

ADJOURN

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.



LEGACY | Preparatory
Academy
Classical Education and Fine Arts

LPA Governing Board:

2025: Jim Collings (Member), Lara Murphy (Member)

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

2027: Lee Peterson (Vice Chair), Anna Mark (Board Chair), John Cook (Member)

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.



Governing Board Meeting

Date: October 10, 2024

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

Board Members Present: Alisha Johnson, David Ray, Anna Mark, Jim Collings, Lee Peterson, John Cook, Lara Murphy

Others Present: Alicia Ady, Kim McVey, Brandie Evans, Priscilla Stringfellow, Platte Nielson

MINUTES

BUSINESS OF THE GOVERNING BOARD

OPEN MEETING: ROLL CALL AND WELCOME

At 7:01PM Anna Mark called the meeting to order.

- Public Comment
There was no public comment.
- New Hires
 - Rachel Dodge – Kindergarten Teacher
 - Gayle Deardon – Jr High counselorThe board discussed the two new hires. These are filling vacant positions, and the employees are not related to anyone working at the school.
- Consent Agenda
 - August 22, 2024, Board Meeting and Closed Session Minutes
David Ray made a motion to approve the August 22, 2024, Board Meeting and Closed Session Minutes. Jim Collings seconded the motion. The motion passed unanimously. The votes were as follows: Alisha Johnson, Aye; David Ray, Aye; Jim Collings, Aye; Anna Mark, Aye; John Cook, Aye; Lara Murphy, Aye; Lee Peterson, Aye.
Alisha Johnson made a motion to approve the New Hires as presented. Lara Murphy seconded the motion. The motion passed unanimously. The votes were as follows: Alisha Johnson, Aye; David Ray, Aye; Anna Mark, Aye; John Cook, Aye; Lara Murphy, Aye; Jim Collings, Aye; Lee Peterson, Aye.

COMMITTEE REPORTS

- Audit Committee
Alisha Johnson reported that the audit is completed, and the auditors are writing it up. Unofficially there were no findings, things are looking good.
- Executive Committee
They had a check in meeting this month but there was nothing to report.
- Communication Committee
There were no updates. Nothing has come in since the August meeting.
- Academic Excellence Committee/ Tier 1 Committee
The committee would like to meet before the end of the year.



- School Safety Committee

There was nothing to report in an open session.

- Policy and Governance Committee

The board discussed the New Ethics policy, the Amended Weapons on School Property Policy, the Amended Fee Waiver Policy, and the Amended Bullying and Hazing Policy. The Anna Mark explained the Ethics Policy. New Ethics Policy there were several documents consolidated into this policy to clarify things. There is no longer a Board Member Code of Conduct. The Ethics Policy will take its place. It will be effective for both the board and faculty/staff. There is another Conflict of Interest Policy so the Ethics Policy does not touch on this area. The school also has a staff Code of Conduct and a few other Policies that help clarify all of the areas of ethics for the school. Anna Mark described the changes to the Weapons on School Property Policy. This will most likely end up amended again as the law on school guardians is clarified. All of these changes align with what is required by legislation. The Fee Waiver Policy updated the terms and conditions. There has also been clarification added to what the school can charge. Fundraising is no longer considered a fee. Priscilla explained how the fundraising differs now that it's no longer a fee. The Bullying and Hazing Policy changes define what is considered an "incident". She described a few changes that were made to the end of the policy that defines that they will continue to follow FERPA. Jim Collings asked if the director, the attorney and the policy committee were all in agreement that this was the best language for these polices that will ensure compliance with legislation. The board discussed adding a section in the Ethics Policy that would clarify accepting gifts and what is appropriate and not appropriate. Platte Nielson suggested potentially adding the subsection of exceptions to the statute that is quoted about receiving gifts. Anna Mark discussed that she would like to add the clarifying subsection that was referenced.

Alisha Johnson made a motion to Approve the Ethics Policy with changes as discussed. John Cook seconded. The motion passed unanimously. The votes were as follows: Alisha Johnson, Aye; David Ray, Aye; Jim Collings, Aye; Anna Mark, Aye; John Cook, Aye; Lara Murphy, Aye; Lee Peterson, Aye.

Lee Peterson asked a clarifying question about the processes within the Bullying and Hazing Policy. Brandie Evans and Priscilla Stringfellow defined what the process for addressing incidents. The process/action plan is basically always the same for each incident. They also clarified that the individual plan will not be shared with the other student involved in the incident. They also discussed how the parents are required to be included in developing the action plan.

Alisha Johnson made a motion to approve the Amended Weapons on School Property Policy Jim Collings seconded. The motion passed unanimously. The votes were as follows: Alisha Johnson, Aye; David Ray, Aye; Jim Collings, Aye; Anna Mark, Aye; John Cook, Aye; Lara Murphy, Aye; Lee Peterson, Aye.



David Ray made a motion to approve the Amended Fee Waiver Policy. Alisha Johnson seconded the motion. The motion passed unanimously. The votes were as follows: Alisha Johnson, Aye; David Ray, Aye; Jim Collings, Aye; Anna Mark, Aye; John Cook, Aye; Lara Murphy, Aye; Lee Peterson, Aye.

Alisha Johnson made a motion to approve the Amended Bullying and Hazing Policy with changes as discussed. Lee Peterson seconded the motion. The motion passed unanimously. The votes were as follows: Alisha Johnson, Aye; David Ray, Aye; Jim Collings, Aye; Anna Mark, Aye; John Cook, Aye; Lara Murphy, Aye; Lee Peterson, Aye.

FINANCIAL REPORT

○ Financial Report Review

Kim McVey provided the budget report. She reported that the school is 25% through the school year. The audit is just finishing up and things are looking good there. Enrollment is 1017 which is higher than the 986 that they initially budgeted for. All of the expenses are about where you would expect them at this time of year. Payroll is lower than the 25% because of the accrual that happens at the end of the year. She reported that Brandie and Priscilla are doing all the applications for the new grants, so they expect the income to be higher by the end of the year as well. Lee Peterson asked what the cap for the school enrollment is. The cap is 1200 students for now. Brandie reported that historically the school has never gone over 1125. Jim Collings asked some clarifying questions on some of the expenses. He also asked if the school will increase expenditures if the income is higher than anticipated. John Cook asked if the budget was mainly based on the enrollment numbers. Jim Collings also asked if the school is approaching the cushion goal that they set. Kim McVey reported that they are getting close to hitting that goal. Anna Mark asked if it was too early in the year to know how the school is doing on collecting school fees. Brandie Evans reported that they have implemented a new procedure that they have to have fees paid and medical documents in within 2 weeks of making a team in order to participate. This is the same rule for the musicals. Jim Collings asked if the school has any students that are in danger of not getting school lunch because of not being able to pay for it. Brandie Evans discussed the different scenarios within the school that they are currently working with in order to ensure all students can have school lunch if it's needed. The school has an angel fund that will usually help with students' lunch fees in hard situations. She reported that right now there is no money in the angel fund, but they anticipate that people will donate to it. She discussed that receiving food is part of a few students plans to help them being successful in school. Kim McVey discussed how next year the school will not be allowed to charge class fees and registration fees. They will only be able to charge fees for extracurricular classes and activities. Lee Peterson asked about expense line 0733. He also asked about the "rainy day" fund that they discussed creating. Kim McVey discussed that it would most likely be put under the "maintenance" section. This will be put in place next year because this year they are using bond funds to maintain things that have needed extra funds.



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
- Policies:
 - Ethics Policy
 - Amended Weapons on School Property Policy
 - Amended Fee Waiver Policy
 - Amended Bullying and Hazing PolicyThe policies were discussed and voted on during the Policy and Governance Committee report. There was no further discussion

BUSINESS OF ADMINISTRATION AND STAFF

DIRECTOR'S REPORT

- Operations Report
Brandie Evans provided the Operations report. She reported that the wellness committee is scheduled to meet at the end of October. The safety committee was pushed because they were able to get meetings with state security people. The committee will meet after fall break so that they can go over what they learned from the state people. She discussed that they got their S&P rating back and it's the highest it has been. Anna Mark asked what it would take to see this rating increase to a "B". Brandie reported that they submitted their student projections into UCAP. They have also completed other ratings and the safety survey before the deadline. She also reported that they have created a procedure regarding children of staff. She explained what the procedure includes. She reported that they have had a lot of success with the school lunch program. She reported needing a bigger space to serve lunch. They would like to expand the building and create a full kitchen. They would like to use bond funds to renovate this space. They anticipate that the school will most likely need to kick in \$80-\$90k of general funds. They anticipate the project to take around 6 weeks. Priscilla Stringfellow also reported that this will need to go to RFP because of the cost of the project. Jim Collings asked how it works to prepare the food at the Jr high and take it to the Elementary. Brandie Evans described what that looks like. Alisha Johnson asked if they could use some of the lunch funds that they receive to help with the renovation. Brandie reported that it cannot be used for renovations, but they can apply for grants to help cover the walk-in freezer and fridge and a few other items. Jim Collings asked if this new renovation would take into account that they will need further expansion in the coming years. Brandie reported that with this new renovation the upgrades in the future will hopefully be minimal. The directors reported that one of the challenges with moving an external wall is that moving the fire risers is super expensive. They would like to make some internal changes first and it would suffice for a few years. This new renovation will also allow for more than one hot cart so students can get through the line quicker and have more time to eat. David Ray asked if they are making the decision based on a vendor or a need. He wonders if it would be less expensive to hire someone else that has a food truck and not have to renovate the building. Brandie and Priscilla reported that this was the only company that responded to the RFP, and



they do not believe there are other vendors providing this same service. The directors also reported that they could run their own program, but they would end up hiring 8 people to run it and it would not be cost effective. Brandie Evans discussed how having food stored on site would be very beneficial to the school. The board discussed how this would potentially save the people of Lunch Pro some logistical pain points. He discussed how they could potentially renegotiate because there is less of a need to store food elsewhere and less travel time transporting the food to the school. Alisha Johnson asked if it would potentially increase instruction time if the students could get through the lunch line quicker. Lee Peterson discussed wanting multiple options to consider to help with the lunch program expansion. The directors will put some time on the calendar to come up with options with a committee to present to the board.

Brandie reported that they turned over \$3000 in delinquent fees to collections, and they started the process of collecting the overdue fees at the beginning of September. The school offers fee waiver applications and contracts for payments. They discussed some of the challenges that they have with collecting fees for sports, ballroom, and registration. Brandie also reported that the website compliance and usability was a goal this year. They are in compliance with state law, but they are still working on the usability aspect. She also reported the marketing campaigns the school is implementing. It has gone really well so far this year, and they are excited to continue it. The school is continuing to develop and implement communication standards. They have reached 1017 for enrollment they ended last year at 988 so they have exceeded their goal of adding 25 new students each year.

- Education Report

Priscilla Stringfellow provided the Education Report. She reported that for leadership opportunities that pre-service for teachers went well. They put a few more trainings online which she reported that the teachers appreciated it. They also sent these trainings out early so that they could work on it when they wanted in the summer. They had their child find training for the year. This year they are focusing on safety training. They are training staff in “microdoses” she reported that they are going well. The school is hosting a Civic Education PD. The board is invited to go to the training if they would like to learn. The training will be *Unity Across the Divide: Lincoln and Civic Charity*. One of the former graduates of LPA is helping with the training as a professional. This is a free event meant to close the divide during a contentious voting year. Priscilla also reported that the school had their first Paideia themes assembly. Each student in the elementary’s goal is to create a statement about what they are curious to learn this year. She reported that the Noble Nine was super fun to reward the students this week. This year they have received feedback that students who are following the rules would like to be rewarded. The admin will reward students who are in dress code with red tickets that will go into a drawing. Not every student will receive these tickets it will just be students chosen at random each day. The school report card from last year has been released from the state. She reported that it is very similar to last year. Out of the 970 schools in Utah LPA is ranked 479. Last year the school was 540 so their ranking has moved up from last year. She reported that the school is moving in the right direction. Jim Collings asked about the test scores for the 6th grade. Priscilla discussed how they noticed the dip in these scores, and they have been doing research to find out why this happens. She also



reported that this is happening statewide. She also reported on the Acadience reading scores and compared them to the beginning of last year. Some places they are starting out higher than the year before, some are the same, and some are lower than the previous year. She reported that there is still some room to grow. Priscilla also reported that The State has a state-wide goal each year that they track. For 2023-2024 the State Goal was: 60% or more of 1st-3rd grade students will make typical or better growth on their pathway to progress on Acadience Math. LPA was at 70% so the school was well above the state goal. She reported that they do an extensive data dive looking at where they can put resources and have the highest rate of return. They have targeted 1st grade in Acadience Math. They are also going to target the 1st grade for their reading goal. They would like to get their Oral Reading Fluency Indicator up by 3%.

CALENDARING

- Next Board Meeting Thursday, January 16, 2025, at 7:00 PM

CLOSED SESSION

At 8:41pm Lee Peterson made a motion to go into closed session 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) to be held at Legacy Preparatory Academy. Jim Collings seconded the motion. The votes were as follows: David Ray, Aye; Anna Mark, Aye; Jim Collings, Aye; Lee Peterson, Aye; John Cook, Aye; Alisha Johnson, Aye; Lara Murphy, Aye. The motion passed unanimously.

ADJOURN

At 9:08pm, Alisha Johnson made a motion to come out of Closed Session and Adjourn. Lara Murphy seconded the motion. The motion passed unanimously. The votes were as follows: Alisha Johnson, Aye; David Ray, Aye; Jim Collings, Aye; Anna Mark, Aye; Lee Peterson, Aye; John Cook, Aye; Lara Murphy, Aye.

LPA Governing Board:

2025: Jim Collings (Member), Lara Murphy (Member)

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

2027: Lee Peterson (Vice Chair), Anna Mark (Board Chair), John Cook (Member)



**Board of Directors
Closed Session Statement**

Date: October 10, 2024

Location: 1228 West 2185 South, Woods Cross, UT 84087

CLOSED SESSION SWORN STATEMENT:

At a duly noticed public meeting held on the date listed above, the board of directors for Legacy Preparatory Academy entered into a closed session for the sole purpose of discussing the character, professional competence, or physical or mental health of an individual in accordance with Utah Code Ann. 52-4-205(1)(a).

I declare under criminal penalty under the law of Utah that the foregoing is true and correct.

Signed on the 10th day of October, 2024.

Anna Mark, Board President



New Hires

All new hires are filling vacant positions

Gayle Deardon – Jr High Counselor

Jami Key- Flex Instructor

Faith Christenson – Recess Aide / Flex Instructor

Ashley Peterson – Admin/Marketing Assistant

Nancy Salas- On Call Sub

Ashley Arnn – On Call Sub

Brooklyn Jones – On Call Sub – related to Mindy Jones

Bella Ericson – On Call Sub

Jackie Huggard – On Call Sub

Kathie Avery – On Call Sub

Angie Sterner – On Call Sub

Kathy Avery – SpEd Paraprofessional

Alison Gerstner – Elementary Flex Paraprofessional

**Legacy Preparatory Academy
Evaluation Committee Statement
RFP for Design-Build Construction Services**

Background

Legacy Preparatory Academy issued an RFP for Design-Build Construction Services on November 19, 2024, to seek proposals for design and construction of a remodeling project in various areas at the school's elementary building. The school posted the RFP on its website from November 19, 2024, through December 10, 2024, and sent the RFP to prospective bidders. The deadline to submit a proposal in response to the RFP was December 10, 2024. Two construction companies – One West Construction, LLC and JZW/City Creek – submitted proposals to the school.

Evaluation and Scoring of Proposal

The Evaluation Committee for this RFP was Brandie Evans, Priscilla Stringfellow, and Aislinn Ross. They reviewed and scored the proposals on December 13, 2024, first reviewing and scoring the non-cost portion of the proposals and then reviewing and scoring the cost portion of the proposals.

JZW/City Creek's proposal received the highest overall score, 94/100. Below is a breakdown of the scores given to each company's proposal and each company's pricing:

- **JZW/City Creek: 94/100**
 - Experience, Qualifications and Track Record: 33/35
 - Past Performance for LPA and/or References: 9/10
 - Management Plan: 22/25
 - Cost: 30/30
 - Price: \$571,385.65

- **One West Construction: 81/100**
 - Experience, Qualifications and Track Record: 32/35
 - Past Performance for LPA and/or References: 10/10
 - Management Plan: 24/25
 - Cost: 15/30
 - Price: \$910,870.00

Based on the Evaluation Committee's review of the proposals, JZW/City Creek (a) has the experience and qualifications to do the work required; (b) has successfully done similar work in the past; (c) has a proven track record of successfully completing construction projects on time and within budget; and (d) can do the project for a reasonable fee that is significantly less than One West Construction's pricing.

Award Recommendation

The Evaluation Committee recommends to the school's Board of Directors that it award the construction contract on this project to JZW/City Creek. The Evaluation Committee believes that JZW/City Creek's proposal provides the best value to the school in connection with this project.

FINAL EVALUATION COMMITTEE SCORE SHEET

RFP for Design-Build Construction Services

Name of Offeror: JZW / City Creek
Names of Evaluation Committee Members: Brandie Evans, Priscilla Stringfellow, Aislinn Ross,
Date of Scoring: 12-13-24

Points Recommended by Evaluation Committee for Non-Cost Criteria:

1. **Offeror's Experience, Qualifications, and Track Record (35 points possible).** This criterion is based on the information provided in response to the specifications contained in **Section VI(A)(1)**. (35 points possible) 33
2. **Past Performance for LPA and/or References (10 points possible).** This criterion is based on the information provided in response to the specifications contained in **Section VI(A)(2)**. (10 points possible) 9
3. **Management Plan (25 points possible).** This criterion is based on the information provided in response to the specifications contained in **Section VI(A)(3)**. (25 points possible) 22

Total Evaluation Points for Non-Cost Criteria (70 points possible) 64

4. **Offeror's Pricing Proposal (30 points):** This criterion is based on the pricing proposal provided in response to the specifications in **Section VI(A)(4)**. (30 points possible) 30

Total Evaluation Points for Non-Cost and Cost Criteria (100 points possible)
94

FINAL EVALUATION COMMITTEE SCORE SHEET

RFP for Design-Build Construction Services

Name of Offeror: OneWest
Names of Evaluation Committee Members: Brandie Evans, Priscilla Stringfellow, Aislinn Ross,
Date of Scoring: 12-13-24

Points Recommended by Evaluation Committee for Non-Cost Criteria:

1. **Offeror's Experience, Qualifications, and Track Record (35 points possible).** This criterion is based on the information provided in response to the specifications contained in **Section VI(A)(1)**. (35 points possible) 32
2. **Past Performance for LPA and/or References (10 points possible).** This criterion is based on the information provided in response to the specifications contained in **Section VI(A)(2)**. (10 points possible) 10
3. **Management Plan (25 points possible).** This criterion is based on the information provided in response to the specifications contained in **Section VIA(3)**. (25 points possible) 24

Total Evaluation Points for Non-Cost Criteria (70 points possible) 66

4. **Offeror's Pricing Proposal (30 points):** This criterion is based on the pricing proposal provided in response to the specifications in **Section VI(A)(4)**. (30 points possible) 15

Total Evaluation Points for Non-Cost and Cost Criteria (100 points possible)
81

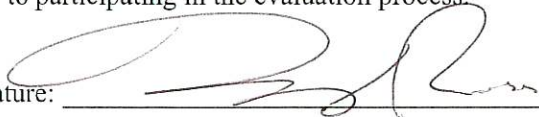
**EVALUATION COMMITTEE
CONFLICT OF INTEREST/CONFIDENTIALITY STATEMENT**

I, Aslina Ross, as a member of Legacy Preparatory Academy's evaluation committee for the RFP for Design-Build Construction Services, will perform the evaluation in accordance with the Utah Procurement Code and applicable Utah Administrative Code rules.

Further, I represent as follows:

1. I, to the best of my knowledge, do not participate in social activities with vendors or contractors that: (a) will interfere with the proper performance of my duties; (b) will lead to unreasonably frequent disqualification of me from the procurement process; or (c) would appear to a reasonable person to undermine my independence, integrity, or impartiality.
2. I, to the best of my knowledge, do not have a conflict of interest with vendors or contractors in which the potential exists for my personal financial interests, or for the personal financial interests of a family member, to influence, or have the appearance of influencing my judgment in the execution of my evaluation committee duties and responsibilities.
3. I have not received any compensation from any employee, consultant, or anyone working for any vendor or contractor currently responding to a solicitation or who currently has a contract with the school.
4. I will not participate in any discussions or decisions relating to this RFP if I have any type of personal relationship, favoritism, or bias that would appear to a reasonable person to influence my independence in performing my assigned evaluation committee duties and responsibilities, or prevent me from fairly and objectively evaluating a proposal.
5. I will conduct the evaluation in a manner that ensures a fair and competitive process and avoids the appearance of impropriety.
6. I understand that all information contained in the proposals and information regarding the evaluation process is protected and cannot be unlawfully released or discussed with other offerors or individuals not involved in the evaluation process. I agree that I will not unlawfully discuss or share any information provided in the proposals or interviews with anyone other than the evaluation committee members and employees and/or board members of the school prior to the completion of the evaluation and selection process and I will not unlawfully discuss or disseminate the deliberations of the evaluation committee, the basis for the selection, or any information identified as protected.
7. I have read and understand the applicable Utah Administrative Code rules concerning possible conflicts of interest and I understand that I am subject to the Utah Procurement Code and the applicable rules of the Utah Administrative Code at all times during my assigned evaluation committee duties and responsibilities, and the subsequent administration of the awarded contract(s).

I have read this document and understand my obligations as explained herein. I further understand that I must immediately advise the school, in writing, if a conflict currently exists or arises during my term of service as an RFP evaluation committee member. I further understand that I must sign and deliver this statement to the school prior to participating in the evaluation process.

Evaluator Signature:  Date: 12-12-24

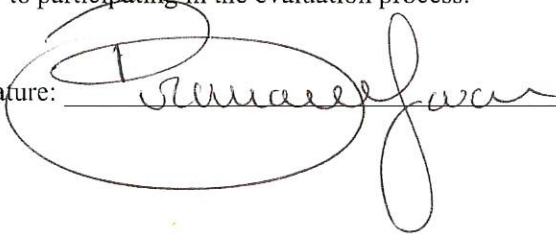
**EVALUATION COMMITTEE
CONFLICT OF INTEREST/CONFIDENTIALITY STATEMENT**

I, Brandie Evans, as a member of Legacy Preparatory Academy's evaluation committee for the RFP for Design-Build Construction Services, will perform the evaluation in accordance with the Utah Procurement Code and applicable Utah Administrative Code rules.

Further, I represent as follows:

1. I, to the best of my knowledge, do not participate in social activities with vendors or contractors that: (a) will interfere with the proper performance of my duties; (b) will lead to unreasonably frequent disqualification of me from the procurement process; or (c) would appear to a reasonable person to undermine my independence, integrity, or impartiality.
2. I, to the best of my knowledge, do not have a conflict of interest with vendors or contractors in which the potential exists for my personal financial interests, or for the personal financial interests of a family member, to influence, or have the appearance of influencing my judgment in the execution of my evaluation committee duties and responsibilities.
3. I have not received any compensation from any employee, consultant, or anyone working for any vendor or contractor currently responding to a solicitation or who currently has a contract with the school.
4. I will not participate in any discussions or decisions relating to this RFP if I have any type of personal relationship, favoritism, or bias that would appear to a reasonable person to influence my independence in performing my assigned evaluation committee duties and responsibilities, or prevent me from fairly and objectively evaluating a proposal.
5. I will conduct the evaluation in a manner that ensures a fair and competitive process and avoids the appearance of impropriety.
6. I understand that all information contained in the proposals and information regarding the evaluation process is protected and cannot be unlawfully released or discussed with other offerors or individuals not involved in the evaluation process. I agree that I will not unlawfully discuss or share any information provided in the proposals or interviews with anyone other than the evaluation committee members and employees and/or board members of the school prior to the completion of the evaluation and selection process and I will not unlawfully discuss or disseminate the deliberations of the evaluation committee, the basis for the selection, or any information identified as protected.
7. I have read and understand the applicable Utah Administrative Code rules concerning possible conflicts of interest and I understand that I am subject to the Utah Procurement Code and the applicable rules of the Utah Administrative Code at all times during my assigned evaluation committee duties and responsibilities, and the subsequent administration of the awarded contract(s).

I have read this document and understand my obligations as explained herein. I further understand that I must immediately advise the school, in writing, if a conflict currently exists or arises during my term of service as an RFP evaluation committee member. I further understand that I must sign and deliver this statement to the school prior to participating in the evaluation process.

Evaluator Signature:  Date: 12-12-24

**EVALUATION COMMITTEE
CONFLICT OF INTEREST/CONFIDENTIALITY STATEMENT**

I, Priscilla Stringfellow, as a member of Legacy Preparatory Academy's evaluation committee for the RFP for Design-Build Construction Services, will perform the evaluation in accordance with the Utah Procurement Code and applicable Utah Administrative Code rules.

Further, I represent as follows:

1. I, to the best of my knowledge, do not participate in social activities with vendors or contractors that: (a) will interfere with the proper performance of my duties; (b) will lead to unreasonably frequent disqualification of me from the procurement process; or (c) would appear to a reasonable person to undermine my independence, integrity, or impartiality.
2. I, to the best of my knowledge, do not have a conflict of interest with vendors or contractors in which the potential exists for my personal financial interests, or for the personal financial interests of a family member, to influence, or have the appearance of influencing my judgment in the execution of my evaluation committee duties and responsibilities.
3. I have not received any compensation from any employee, consultant, or anyone working for any vendor or contractor currently responding to a solicitation or who currently has a contract with the school.
4. I will not participate in any discussions or decisions relating to this RFP if I have any type of personal relationship, favoritism, or bias that would appear to a reasonable person to influence my independence in performing my assigned evaluation committee duties and responsibilities, or prevent me from fairly and objectively evaluating a proposal.
5. I will conduct the evaluation in a manner that ensures a fair and competitive process and avoids the appearance of impropriety.
6. I understand that all information contained in the proposals and information regarding the evaluation process is protected and cannot be unlawfully released or discussed with other offerors or individuals not involved in the evaluation process. I agree that I will not unlawfully discuss or share any information provided in the proposals or interviews with anyone other than the evaluation committee members and employees and/or board members of the school prior to the completion of the evaluation and selection process and I will not unlawfully discuss or disseminate the deliberations of the evaluation committee, the basis for the selection, or any information identified as protected.
7. I have read and understand the applicable Utah Administrative Code rules concerning possible conflicts of interest and I understand that I am subject to the Utah Procurement Code and the applicable rules of the Utah Administrative Code at all times during my assigned evaluation committee duties and responsibilities, and the subsequent administration of the awarded contract(s).

I have read this document and understand my obligations as explained herein. I further understand that I must immediately advise the school, in writing, if a conflict currently exists or arises during my term of service as an RFP evaluation committee member. I further understand that I must sign and deliver this statement to the school prior to participating in the evaluation process.

Evaluator Signature: Priscilla Stringfellow Date: 12/12/24