



Lakeview Academy Board of Trustees Meeting
February 12, 2025 at 7:00 p.m.
527 W 400 N Saratoga Springs, Utah

Lakeview Academy Mission:

Develop Capable, Confident, and Contributing members of society through learning experiences that foster growth, creativity, and character development.

Lakeview Academy's Board of Trustee Role:

The purpose of the board, on behalf of the citizens of Utah, is to see to it that Lakeview Academy (1) achieves what it should according to the Lakeview Academy Charter and state laws and (2) avoids unacceptable actions and situations.

- 1) Welcome and Roll Call
- 2) Pledge of Allegiance
- 3) Board Business
 - a) UAPCS Training Opportunities
 - i) Annual conference 2025: June 10-11th, Davis Convention Center, Layton
 - b) Director's Report
 - c) Board Member Reports
 - d) Committee Reports
 - i) Policy Committee
 - ii) Expansion Committee
 - iii) Audit Committee
 - e) December Financial & Accounting Reports
 - i) Financial Scoreboard
 - ii) Annual Financial Metrics
 - iii) Balance Sheet Report
 - iv) Income Statement Report
 - v) Check Register Report
 - vi) P-Card Purchase Reports
 - vii) Aegis FY24 Q2 Review
 - viii) Q2 Program reports
- 4) Public Comment: The public may address any issue unrelated to items already on the agenda. Participants are asked to state their names for the official minutes and please be concise. If you cannot attend the meeting, email your comments to bot@lakeview-academy.com to be included in the minutes. Please submit your comments no later than two hours prior to the start of the meeting.
- 5) Consent Agenda
 - a) Minutes January 9, 2025
- 6) Action Items
 - a) Parent Assisted Learning (PALS) Volunteer Policy
 - b) Criminal Background Checks and Arrests Policy
 - c) School Land Trust final report
 - d) LVA Club & Athletics Fees & Spending plan 2025-2026
 - e) CDD Beneficial Ownership Form
- 7) Closed Session
 - a) A motion to enter a closed session per Utah Code 52-4-205 to discuss litigation matters, acquisition of real property, or authorized personnel issues (all motions, except the motion to exit the closed session, will be made in an open meeting.)
 - b) Return to Open Meeting
 - c) Action may be taken regarding litigation matters, acquisition of real property, or authorized personnel issues.
- 8) Adjourn

Lakeview Academy Board Meeting

Public Comment and Pattern of Formality Guidelines

The following are guidelines that were taken from Robert's Rules of Order and modified by Lakeview Academy.

Public Comment

1. During the agenda under the Public Comment section, the public may address any issue not related to items already on the agenda. Please state your name for the official minutes. Please be mindful of the length of the board meeting and limit your comments to two minutes.
2. After an item has been introduced and debated by the board, the President will call for public comment on that item only. Each public attendee shall have the opportunity to speak two times on the same issue on the same day. It shall proceed that everyone will be given their first opportunity to speak before anyone will be given their second opportunity.
3. To maintain order, if someone from the public is out of order, the President will verbally counsel them by calling, "point of order."

Order of Debate

1. The item will be introduced by the sponsor if the sponsor is not present, then the President will assign someone to do the introduction.
2. Members debate the item (unless no one wishes to debate it). Each member is allowed two separate opportunities to speak on the item.
3. The President will then open the item up for Public Comment following the directions in the public comment section 2.
4. The item will then be opened up to the Board for additional debate if necessary.
5. A member makes a motion by saying, "I move that..." if it is long; it should be prepared in writing and given to the President or Secretary. If no motion is made, then the item dies, and no further debate will occur.
6. Another board member may amend the motion. If the motion is amended, the President asks if there is any objection to adopting the amendment. If no objection is made, the chair may declare the amendment adopted. However, if even one member objects, the amendment is subject to debate and vote like any other motion.
7. If the motion is amended, the President may open it up to further board comment if necessary.
8. The President will then call the question and take a vote on the item.
9. The President announces the vote.

Pattern of Formality

1. The President should be addressed as Mister or Madam President as appropriate.
2. Wait to be acknowledged verbally or with a nod before speaking by the President.
3. Speak only to the President or through him/her.
4. Avoid personalizing an issue; speak to the subject, not the person you disagree with. An example of this would be if you believe something said to be untrue, you would say, I believe the member is mistaken instead of saying something was a lie.
5. If anyone breaches Robert's Rules or speaks out of turn, it is called a point of order and will be corrected by the President or any other board member that catches it. One would say, "Point of Order" The President would acknowledge the person, and they would say what breach occurred. The President would then say, "the point of order is well taken," or in unfounded, "the point of order is not well taken."

Questions Board Members Consider When Making Decisions

1. How will the decision affect the school?
2. How does this decision relate to our mission statement and philosophy?
3. What's the potential for legal problems if I vote yes? What if I vote no?
4. Does this decision affect:
 - o The students and families we serve. How?
 - o Lakeview Academy's staff? How?
 - o The community? How?
 - o The Board of Trustees itself? How?
 - o Is the impact on any of these groups negative? If it is, will the decision benefit significantly more people than it will harm?
5. Have we voted on this matter before? If yes, why are we considering it again? How have the conditions changed?
6. Do I have all the information I need to make a sound decision? What questions should I ask before making this decision?
7. If someone asked me to justify why I made this decision, can I explain my decision?



MONTHLY DIRECTORS REPORT

Developing youth who are
CONFIDENT
CAPABLE &
CONTRIBUTING

1. Please list activities and programs completed this month that support:

a) Language Arts and Mathematics Ends Policy

MOY STAR data and Acadience reading show that we are on pace for reaching our EOY goals. We see a great number of students improving their reading skills. We believe the ROAR program and improved progress monitoring has added to this year's success. Kindergarten shows At or Above Benchmark: BOY- 62% MOY- 71%, 1st At or Above Benchmark: BOY- 61% MOY- 59%, 2nd At or Above Benchmark: BOY- 71% MOY- 73%, 3rd At or Above Benchmark: BOY- 76% MOY- 77%, 4th At or Above Benchmark: BOY- 62% MOY- 77%, 5th At or Above Benchmark: BOY- 70% MOY- 82%. More details will be shared regarding other performance metrics during the meeting.

b) Science, Arts, and Technology Ends policy

The elementary drama club produced and performed The Jungle book. We had over 120 3rd, 4th and 5th graders in the show with additional support from Middle School students in tech. All grade levels continue to experience hands-on learning in science.

c) Parent Satisfaction Ends Policy

2025-2026 Lottery (as of 1/29/2025)

		Lakeview Academy			
Grade	Total	General WL	Sibling WL	Faculty WL	
K	<u>227</u>	<u>170</u>	<u>53</u>	<u>4</u>	
1	<u>28</u>	<u>27</u>	<u>0</u>	<u>1</u>	
2	<u>34</u>	<u>32</u>	<u>2</u>	<u>0</u>	
3	<u>29</u>	<u>28</u>	<u>0</u>	<u>1</u>	
4	<u>41</u>	<u>36</u>	<u>5</u>	<u>0</u>	
5	<u>24</u>	<u>21</u>	<u>2</u>	<u>1</u>	
6	<u>23</u>	<u>20</u>	<u>3</u>	<u>0</u>	
7	<u>64</u>	<u>58</u>	<u>5</u>	<u>1</u>	
8	<u>10</u>	<u>10</u>	<u>0</u>	<u>0</u>	
9	<u>8</u>	<u>8</u>	<u>0</u>	<u>0</u>	
Totals:	488	410	70	8	

Grade	Total 2024-2025	Spots offered	Spots accepted
K	126	310	128
1	119	114	44
2	98	44	16
3	105	13	9
4	106	21	15
5	111	16	10
6	99	71	20
7	102	17	12
8	100	14	6
9	72	13	3
Total	1038	633	264

2. Please provide information and updates from the following departments:

- a) Business/finance/IT** – All reports are being completed on time. We are completing the yearly applications for grants as normal this time of year. The school submitted our Grant application for Safety. Our application indicates needing over \$500,000 to meet the first tier of requirements of the safety bill. This grant will not likely fund more than 20% of this need. We are following this legislative session to see if we will have more funding provided.
- b) Special Education, Business reports, Accreditation** –No new updates at this time.
- c) Staff updates** – Staff are completing their Letters of Intent for next year. The school will be posting available positions on Teachers-teachers.com and social media. We do not anticipate a large number of changes this year, but will prepare a hiring pool and be prepared.

Toot our Horn!

1. We ROAR the students involved in the “The Jungle Book Jr.” They worked so hard and should be very proud of their production. Special ROAR to Mrs. Wells for directing the show.
2. ROAR to Lakeview Academy for receiving approval from The Charter School Finance Authority to receive our new bonds under the credit enhancement program. The requirements to get this support are of a high level and we were easily approved unanimously by this council. This means more dollars going to students!



Prepared by: Nicole Desmond
Business Manager
Month Ending: December 31, 2024

Finance & Accounting Report

Summary, Notes & Action Items

Notes

Reporting

- Bond Compliance items submitted in December: Allotment
-
-

Balance Sheet

- Days Cash on Hand:

*based on FY25 Original Budget expenses excluding estimated construction costs expensed

Income Statement

ADJUSTMENTS TO PRIOR PERIODS

- 191 Supplies - small coding and duplicate entry removals resulted in a slight decrease in overall supply costs in October and November periods

CURRENT PERIOD NOTES

- 108 - Substitute wages are trending high. This line may require adjustment.
- 135 - Contracted services (Speech/OT) are running high and may require adjustment.
- 138 - Legal & Accounting - appears to be running high but is due to billing for annual audit paid in full.
- 191 - Some supply lines are trending high but that is expected due to large beginning of year purchases.

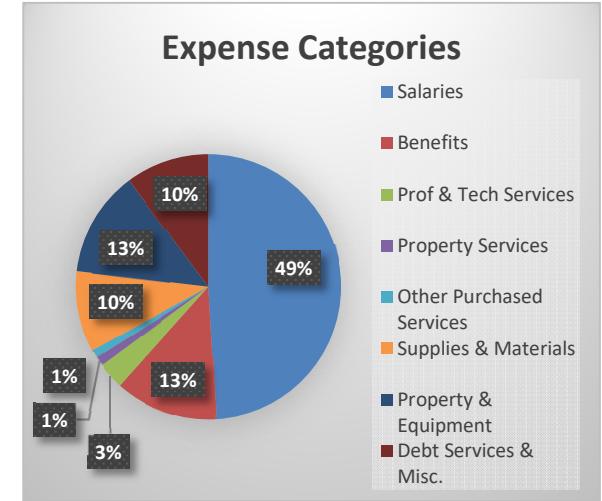
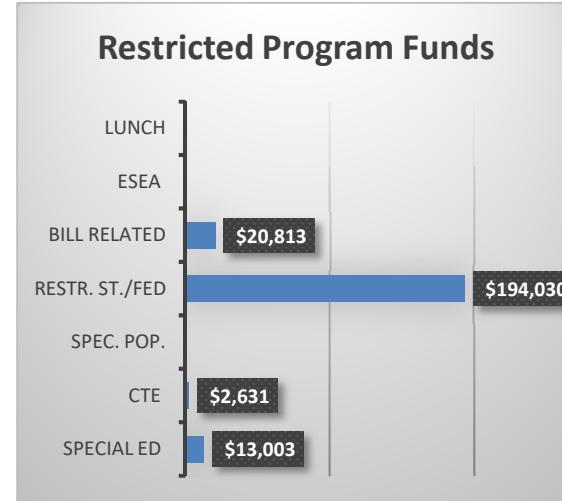
Action Items



Monthly Financial Scoreboard

as of December 31, 2024

Balance Sheet		% through the year: 50.00%	
Assets		Prior Month	Current Month
Operating Cash (Unrestricted)	\$ 5,084,963	\$ 5,118,768	
Restricted Cash	\$ 1,240,318	\$ 1,316,897	
Accounts Receivable	\$ 2,153	\$ 1,158	
Prepaid/Other Assets	\$ 35,240	\$ 36,260	
Total Assets	\$ 6,362,674	\$ 6,473,083	
Liabilities & Fund Balance			
Accounts Payable	\$ 46,282	\$ 52,925	
Other Current Liabilities	\$ 304,467	\$ 294,503	
Total Liabilities	\$ 350,749	\$ 347,428	
Unrestricted Fund Balance	\$ 5,755,310	\$ 5,895,178	
Restricted Fund Balance	\$ 256,617	\$ 230,477	
Total Fund Balance	\$ 6,011,927	\$ 6,125,655	
Total Liabilities & Fund Balance	\$ 6,362,674	\$ 6,473,083	



Income Statement - Budget Report		% through the year: 50.00%			
		YTD	Approved	% of	
Revenue		Actuals	Budget	Current Month	Budget
1000	Local	\$ 328,069	\$ 521,700	\$ 44,998	62.88%
3000	State	\$ 5,787,456	\$ 10,678,314	\$ 879,229	54.20%
4000	Federal	\$ 79,948	\$ 421,683	\$ 10,459	18.96%
5000	Other Financing Proceeds	\$ 1,515	\$ -	\$ -	
Total Revenue		\$ 6,195,473	\$ 11,621,697	\$ 934,686	53.31%
Expenses					
100	Salaries	\$ 3,135,797	\$ 6,430,029	\$ 520,337	48.77%
200	Benefits	\$ 799,364	\$ 2,039,463	\$ 148,880	39.19%
300	Prof & Tech Services	\$ 211,016	\$ 374,700	\$ 40,597	56.32%
400	Property Services	\$ 71,188	\$ 188,100	\$ 5,486	37.85%
500	Other Purchased Services	\$ 64,110	\$ 143,708	\$ 4,521	44.61%
600	Supplies & Materials	\$ 629,439	\$ 1,300,701	\$ 55,909	48.39%
700	Property & Equipment	\$ 825,020	\$ 100,000	\$ 25,077	825.02%
800	Debt Services & Misc.	\$ 651,788	\$ 883,557	\$ 20,150	73.77%
Total Expenses		\$ 6,387,722	\$ 11,460,258	\$ 820,957	55.74%
Net Income		\$ (192,249)	\$ 161,439	\$ 113,729	

>5% positive within 5% >5% negative

*These interim reports are reported on a modified accrual basis and intended for internal use only.

Performance Metrics			Prior Year	Now	Standard
Unrestricted Days Cash on Hand (Bond Calc.)			198	169	30 Days
Unrestricted Days Cash on Hand (USCSB Calc.)			192	162	30 Days
Debt to Asset Ratio			0.72	0.67	≤ 1
Current Ratio			5.18	4.37	≥ 1
Annual Cash Flow increase/(decrease)			692,838	(127,720)	> 0
Profit Margin (Total Margin)	\$ 0.05	\$ 0.01			> 0
Enrollment Metrics					
Enrollment Trend (Oct 1)			1,011	1,045	≥ 90% PY
Average Daily Membership (ADM)			990.00	1045.00	≥ 90% Oct 1



ANNUAL METRIC CALCULATIONS

Key Performance Indicators

Liquidity Measures

	<u>2 Years Prior</u> <u>End Ratio</u>	<u>Prior Year End</u> <u>Ratio</u>	<u>Current Trend</u>	<u>Benchmark if Applicable</u>
Current Ratio (Net Working Capital)				
Current Assets	4,775,204	5,444,836	5,156,186	<i>State:</i>
÷ Current Liabilities	1,076,977	1,050,586	1,180,278	≥ 1.0
<i>This shows how many times the companies could pay its current short-term obligations.</i>				<i>with positive trend</i>
	4.43	5.18	4.37	
Days Unrestricted Cash on Hand (bond calculation)				
Total Unrestricted Cash (cash-restricted cash)	4,553,650	5,246,488	5,118,768	
÷ Daily Expenses (Annual Expenses / 365 days)	24,140.10	26,522.60	30,206.19	
<i>This shows how many days the school can continue operations without additional cash inflow.</i>				<i>Bond:</i>
	189	198	169	≥ 30 Days
Days Unrestricted Cash on Hand (state calculation)				
Total Unrestricted Cash (cash-restricted cash-programmatic restricted cas)	4,377,052	5,081,111	4,888,291	
÷ Daily Expenses (Annual Expenses / 365 days)	24,140.10	26,522.60	30,206.19	
<i>This shows how many days the school can continue operations without additional cash inflow.</i>				<i>State:</i>
	181	192	162	≥ 30 Days

Profitability Measures

	<u>2 Years Prior</u> <u>End Ratio</u>	<u>Prior Year End</u> <u>Ratio</u>	<u>Current Budget</u> <u>Trend</u>	<u>Benchmark if Applicable</u>
Net Profit Margin (Total Margin)				
Net Income (Change in Net Position)	638,280	\$ 593,547	\$ 161,439	
÷ Total Revenues	9,891,419	10,796,331	11,621,697	
<i>This shows how much income is retained by the school for every dollar earned.</i>				<i>State:</i>
	6.45%	5.50%	1.39%	> 0
Income per Student				
Total Revenues	9,891,419	10,796,331	11,621,697	
÷ Total # of Students Enrolled	1010	1,011	1,045	
<i>This shows how much in state revenue is earned on a per student basis.</i>				
	9,793.48	10,678.86	11,121.24	

AIM UP! for Charter School Success

Accountability * Improvement * Monitoring Understanding * Peace of Mind

ANNUAL METRIC CALCULATIONS

Key Performance Indicators

Performance Measures

	<u>2 Years Prior</u>	<u>Prior Year End</u>	<u>Current Budget</u>	<u>Benchmark if Applicable</u>
	<u>End Ratio</u>	<u>Ratio</u>	<u>Trend</u>	
Unrestricted Cash Turnover				
Total Revenues	9,891,419	\$ 10,796,331	\$ 11,621,697	
÷ Total Unrestricted Cash & Cash Equivalents	4,398,989	5,091,827	4,888,291	
<i>This shows how much is received in revenue for every dollar in cash; thus, it shows how effectively a school is utilizing its cash</i>				
	2.25	2.12	2.38	
Classroom Spending				
Total Instructional Expenses	4,675,415	5,830,668	7,084,099	
÷ Total Revenues	9,891,419	10,796,331	11,621,697	
<i>This shows how much of the total revenues received were put into classroom education.</i>				
	47.27%	54.01%	60.96%	
Human Capital Ratio				
Total Wages and Benefits	6,358,759	7,144,587	8,469,492	
÷ Total Revenues	9,891,419	10,796,331	11,621,697	
<i>This shows how much of the total revenues received were spent on wages and benefits.</i>				
	64.29%	66.18%	72.88%	

Operation Measures

	<u>2 Years Prior</u>	<u>Prior Year End</u>	<u>Current Budget</u>	<u>Benchmark if Applicable</u>
	<u>End Ratio</u>	<u>Ratio</u>	<u>Trend</u>	
Occupancy Ratio				
Total Facilities Expenses	1,348,571	\$ 1,437,059	\$ 1,552,093	
÷ Total Revenue	9,891,419	10,796,331	11,621,697	
<i>This shows how much of the total revenues received were spent on facilities costs.</i>				
	13.63%	13.31%	13.36%	
Occupancy Expense Ratio				
Total Facilities Expenses	1,348,571	1,437,059	1,552,093	
÷ Total Expenses	9,253,139	10,202,784	11,460,258	
<i>This shows how much of the total expenses were spent on facilities costs.</i>				
	14.57%	14.08%	13.54%	< 22%
Student Occupancy Ratio				
Total Facilities Expenses	1,348,571	1,437,059	1,552,093	
÷ Total # of Students	1010	1,011	1,045	
<i>This shows the amount of facilities costs on a per student basis.</i>				
	1,335.22	1,421.42	1,485.26	

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ANNUAL METRIC CALCULATIONS

Key Performance Indicators

Leverage Measures

	<u>2 Years Prior</u> <u>End Ratio</u>	<u>Prior Year End</u> <u>Ratio</u>	<u>Current Trend</u>	<u>Benchmark if Applicable</u>
Debt Ratio (Debt to Asset Ratio)				
Total Liabilities	\$ 13,411,137	\$ 13,037,146	\$ 12,622,613	
÷ Total Assets	17,606,656	18,225,317	18,731,280	
<i>This shows how much of the total assets are provided by debt (how much debt is relied on to operate).</i>	0.76	0.72	0.67	<i>State: < or = 1.0</i>
Debt Service Coverage Ratio				
Change in Net Assets	638,280	593,547	(190,735)	
Add: Interest Expense (Interest & Principal for monthly)	514,050	501,450	857,357	
Add: Depreciation Expense	442,003	522,034	N/A	
Subtract: Property Expense (monthly calculation only)	N/A	N/A	100,000	
÷ Debt Service Costs (Or Maximum Annual Debt Service, MADS)	851,700	851,700	851,700	
<i>This shows the ability to cover debt payments.</i>	187.19%	189.86%	66.53%	> 105%
<i>The benchmark can vary from school to school. Check bond documents for your benchmark</i>				

Enrollment Measures

	<u>2 Years Prior</u> <u>End Ratio</u>	<u>Prior Year End</u> <u>Ratio</u>	<u>Current Trend</u>	<u>Benchmark if Applicable</u>
Enrollment Breakeven				
Total Expenses	\$ 9,253,139	\$ 10,202,784	\$ 11,460,258	
Income Per Student	9,793	10,679	11,121	
<i>This shows how much of the total assets are provided by debt (how much debt is relied on to operate).</i>	944.83	955.42	1030.48	

Resources:

[USCSB Accountability Framework](#)

[USCSB Accountability Framework Overview](#)

[UCAP Enrollment Reports](#)

[UCAP Financial Reports](#)

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Lakeview Academy of Science, Arts and Technology

Balance Sheet - Board Report

12/01/2024 to 12/31/2024

	Current Month YTD DRAFT	Prior Month YTD FINAL
Assets		
Cash		
Operating cash		
Checking	4,181,743	4,148,537
Savings	936,725	936,127
Cash on Hand	300	300
Total Operating cash	5,118,768	5,084,963
Restricted cash		
Bond Principal	90,818	60,695
Bond Interest	127,433	83,765
Bond Reserve	851,700	851,700
Repair and replacement	175,000	175,000
Expense fund	71,895	69,109
Analyzed checking	50	50
Total Restricted cash	1,316,897	1,240,318
Total Cash	6,435,665	6,325,282
Accounts receivable		
Sales tax receivable	1,158	2,153
Total Accounts receivable	1,158	2,153
Prepaid and other assets		
Prepaid expense	35,740	35,240
Deferred charges	520	-
Total Prepaid and other assets	36,260	35,240
Total Assets	6,473,083	6,362,675

Lakeview Academy of Science, Arts and Technology

Balance Sheet - Board Report

12/01/2024 to 12/31/2024

	Current Month YTD DRAFT	Prior Month YTD FINAL
Liabilities and fund balance		
Liabilities		
Accounts payable		
Accounts payable	45,230	38,607
Purchasing liabilities	7,695	7,675
Total Accounts payable	52,925	46,282
Other current liabilities		
Accrued salaries and wages	290,754	301,425
Accrued withholdings	3,749	3,042
Total Other current liabilities	294,503	304,467
Total Liabilities	347,428	350,749
Fund balance		
Beginning fund balance	6,316,390	6,316,390
Net income	(190,735)	(304,463)
Total Fund balance	6,125,654	6,011,926
Total Liabilities and fund balance	6,473,083	6,362,675

Lakeview Academy of Science, Arts and Technology

Income Statement - Board Report

12/01/2024 to 12/31/2024

50.00% of the fiscal year has expired

	Actual YTD	Annual Budget	% of Budget YTD	Current Month DRAFT	Prior Month FINAL	Two Months Prior FINAL
Net Income (Loss)						
Revenue						
002 Local Revenue						
005 Interest Income	117,096	200,000	58.55%	15,699	16,471	20,029
006 Activities - After School Programs	26,631	58,500	45.52%	5,385	1,746	3,421
007 Student Fees - School Programs	2,885	2,200	131.14%	20	690	115
008 Student Fees-Secondary (not K-6)	37,125	43,500	85.34%	8,308	1,692	488
009 Local Donations	42,841	33,500	127.88%	50	723	20,320
010 Income- Sales & Rentals	8,302	16,000	51.89%	1,704	985	362
011 Other Local Income	4,003	17,100	23.41%	243	754	783
012 Lunch Fee Student	88,493	145,000	61.03%	13,399	11,934	16,430
013 Lunch Fee Non Student	684	2,500	27.37%	185	366	141
014 Other Food Related Income	10	3,400	0.31%	5	0	-
Total 002 Local Revenue	328,069	521,700	62.88%	44,998	35,361	62,089

Lakeview Academy of Science, Arts and Technology

Income Statement - Board Report

12/01/2024 to 12/31/2024

50.00% of the fiscal year has expired

	Actual YTD	Annual Budget	% of Budget YTD	Current Month DRAFT	Prior Month FINAL	Two Months Prior FINAL
021 State Revenue						
022 Regular School Programs K-12	2,174,996	4,320,823	50.34%	362,499	469,116	335,743
023 Professional Staff	160,017	302,764	52.85%	26,670	32,426	25,230
024 Educator Salary Adjustment	323,283	601,192	53.77%	53,880	69,005	50,099
025 Class Size Reduction K-8	204,428	396,355	51.58%	34,071	38,238	33,030
026 Charter School Administration	261,008	116,380	224.27%	10,168	12,046	9,698
027 Charter- Local Replacement	1,759,669	3,482,850	50.52%	293,278	347,456	279,734
028 Special Education	336,907	684,958	49.19%	54,124	57,687	57,136
029 Career and Tech Education	3,342	6,400	52.22%	675	533	533
030 Students At-Risk	50,726	94,609	53.62%	8,454	10,735	7,884
031 Student Health and Counseling	10,704	-	-	-	10,704	-
032 Teaching & Learning	144,695	121,715	118.88%	1,565	39,865	4,387
033 BTS Arts	13,033	-	-	2,172	10,860	-
034 School LAND Trust Program	150,331	150,330	100.00%	-	-	-
035 Teacher & Student Success	127,978	256,135	49.97%	21,330	106,648	-
036 Teacher Salary Supplemental Program	3,974	22,708	17.50%	3,974	-	-
037 State Prevention Programs	5,000	5,000	100.00%	-	1,000	-
038 Other State Revenue	25,813	16,095	160.38%	703	246	192
039 Lunch-State Liquor Tax	31,553	100,000	31.55%	5,665	5,888	6,401
057 OLD STATE - UNUSED PROGRAMS	-	-	-	-	-	-
Total 021 State Revenue	5,787,456	10,678,314	54.20%	879,229	1,212,455	810,068

Lakeview Academy of Science, Arts and Technology

Income Statement - Board Report

12/01/2024 to 12/31/2024

50.00% of the fiscal year has expired

	Actual YTD	Annual Budget	% of Budget YTD	Current Month DRAFT	Prior Month FINAL	Two Months Prior FINAL
071 Federal Revenue						
072 IDEA B- Disabled	7,474	155,766	4.80%	-	-	7,474
073 ESSER CARES Program	-	58,451	-	-	-	-
074 Title I Disadvantaged	-	17,166	-	-	-	-
075 Title II Teacher Improvement	-	5,800	-	-	-	-
076 Title IV Student Support	-	-	-	-	-	-
078 National School Lunch Progam	46,005	184,500	24.93%	10,459	13,607	12,950
079 Other Federal Programs	26,469	-	-	-	-	-
Total 071 Federal Revenue	79,948	421,683	18.96%	10,459	13,607	20,425
091 Other Revenue						
092 Proceeds from Bond Issuance	-	20,000,000	-	-	-	-
096 Insurance Recoveries	1,515	-	-	-	-	-
Total 091 Other Revenue	1,515	20,000,000	0.01%	-	-	-
Total Revenue	6,196,988	31,621,697	19.60%	934,686	1,261,423	892,581

Lakeview Academy of Science, Arts and Technology

Income Statement - Board Report

12/01/2024 to 12/31/2024

50.00% of the fiscal year has expired

	Actual YTD	Annual Budget	% of Budget YTD	Current Month DRAFT	Prior Month FINAL	Two Months Prior FINAL
Expense						
102 Salaries 100						
103 Wages-Business Admin & Support	76,616	158,500	48.34%	12,420	14,420	12,420
104 Wages-Principals & Directors	173,421	351,238	49.37%	27,856	30,421	32,879
105 Wages-Instructional Support	178,253	332,340	53.64%	28,081	31,370	35,213
106 Wages-Teachers	1,625,156	3,348,938	48.53%	254,047	307,902	394,093
107 Wages-Teachers-Special Ed	111,860	225,385	49.63%	17,468	22,632	23,490
108 Wages-Substitute Teacher	71,048	100,000	71.05%	13,636	21,256	10,720
109 Wages-Support Services Students	98,041	193,431	50.69%	13,814	20,071	19,829
110 Wages-Admin Support Staff	58,043	120,885	48.02%	11,260	13,041	8,733
111 Wages-Aides & Paraprofessionals	401,764	872,868	46.03%	72,048	117,168	58,271
112 Wages-SpEd Aide & Paraprofess	135,290	304,104	44.49%	26,311	40,844	22,471
113 Wages-Maintenance	93,626	220,980	42.37%	17,277	19,433	11,798
115 Wages-Food Services	112,679	201,360	55.96%	26,118	27,200	15,398
Total 102 Salaries 100	3,135,797	6,430,029	48.77%	520,337	665,759	645,315
121 Benefits 200						
122 Retirement Programs	158,025	361,245	43.74%	29,998	33,882	33,532
123 Social Security & Medicare Tax	205,572	484,995	42.39%	38,241	47,948	40,658
124 Health Benefits	418,497	1,153,296	36.29%	79,132	78,462	(16,638)
125 Workers Comp	9,065	20,637	43.92%	873	874	874
126 Unemployment Insurance	4,936	19,290	25.59%	689	1,084	861
127 Other Employee Benefits	3,269	-	-	(53)	3,832	(563)
Total 121 Benefits 200	799,364	2,039,463	39.19%	148,880	166,083	58,725

Lakeview Academy of Science, Arts and Technology

Income Statement - Board Report

12/01/2024 to 12/31/2024

50.00% of the fiscal year has expired

	Actual YTD	Annual Budget	% of Budget YTD	Current Month DRAFT	Prior Month FINAL	Two Months Prior FINAL
131 Purchased Prof & Tech Services 300						
132 Management & Business Services	11,600	25,300	45.85%	1,900	2,100	1,900
133 Instructional Services	2,035	10,000	20.35%	-	150	1,200
134 Employee Training & Development	10,134	25,900	39.13%	-	-	1,390
135 Contracted Professional Services	102,513	170,500	60.13%	18,368	20,480	24,174
137 Computer and Tech Services	39,581	77,500	51.07%	6,601	6,596	6,596
138 Legal and Accounting	26,441	35,000	75.54%	12,956	-	-
139 Other Purchased Services	18,712	30,500	61.35%	773	6,805	3,033
Total 131 Purchased Prof & Tech Services 300	211,016	374,700	56.32%	40,597	36,131	38,293
151 Purchased Property Services 400						
152 Utilities Expenses	26,209	56,100	46.72%	3,831	4,119	2,748
153 Repair & Maint- Comp & Tech	7,122	20,000	35.61%	-	5,266	-
154 Repair & Maint- Facilities	37,463	105,000	35.68%	1,655	2,777	1,207
155 Repair & Maintenance - Other	395	4,000	9.88%	-	-	-
156 Lease- Rent Expense	-	3,000	-	-	-	-
Total 151 Purchased Property Services 400	71,188	188,100	37.85%	5,486	12,163	3,955
171 Other Purchased Services 500						
173 Insurance Expense	34,276	40,208	85.25%	(644)	-	-
174 Telephone & Internet	2,474	5,000	49.48%	422	392	389
176 Postage & Mailing Expense	1,093	2,500	43.71%	250	34	265
178 Copy and Print Services	1,487	5,000	29.75%	-	42	541
179 Advertising- Administration	-	5,000	-	-	-	-
180 Travel- Staff Travel & Mileage	(430)	5,300	-8.12%	-	115	-
181 Travel- Field Trips	25,211	80,700	31.24%	4,492	6,710	3,592
Total 171 Other Purchased Services 500	64,110	143,708	44.61%	4,521	7,292	4,787

Lakeview Academy of Science, Arts and Technology

Income Statement - Board Report

12/01/2024 to 12/31/2024

50.00% of the fiscal year has expired

	Actual YTD	Annual Budget	% of Budget YTD	Current Month DRAFT	Prior Month FINAL	Two Months Prior FINAL
191 Supplies 600						
192 Classroom	135,980	201,300	67.55%	15,456	14,623	15,390
193 Enhancement Supplies	3,759	22,000	17.08%	524	894	676
194 Employee Motivation	15,127	30,250	50.01%	5,366	589	3,435
195 Employee Training Supplies	9,471	25,000	37.88%	-	-	67
196 Special Education	-	2,500	-	-	-	-
197 Administration Supplies	10,188	25,000	40.75%	1,704	1,548	1,330
200 Maintenance & Custodial Supplies	28,355	70,000	40.51%	2,819	3,863	4,641
202 Energy-Electricity & Natural Gas	57,278	144,100	39.75%	8,729	9,494	9,678
203 Textbooks & Instructional Software	53,658	220,051	24.38%	167	320	2,406
204 Library Books & Supplies	7,901	13,000	60.77%	1,842	134	401
205 Computer and Tech Supplies	201,861	315,000	64.08%	6,118	1,306	3,081
207 Parent Organization Supplies	6,048	5,000	120.96%	-	-	1,692
208 Student Program Supplies	4,351	15,000	29.00%	253	779	2,036
209 Student Motivation Supplies	2,054	5,000	41.09%	-	-	1,542
212 Lunch Program Supplies	93,409	207,500	45.02%	12,932	18,824	20,000
Total 191 Supplies 600	629,439	1,300,701	48.39%	55,909	52,373	66,376
221 Property (Equipment) 700						
223 Buildings	817,936	12,000,000	6.82%	25,077	286,831	249,028
224 Equipment- Instruction	7,085	100,000	7.08%	-	-	-
Total 221 Property (Equipment) 700	825,020	12,100,000	6.82%	25,077	286,831	249,028

Lakeview Academy of Science, Arts and Technology

Income Statement - Board Report

12/01/2024 to 12/31/2024

50.00% of the fiscal year has expired

	Actual YTD	Annual Budget	% of Budget YTD	Current Month DRAFT	Prior Month FINAL	Two Months Prior FINAL
241 Other Objects 800						
242 Dues and Fees	16,248	26,200	62.02%	-	392	305
243 Interest Paid- Loans	266,050	487,850	54.54%	20,000	-	246,050
244 Principal Paid- Loans	345,000	345,000	100.00%	-	-	345,000
245 Other Debt Service Fees	24,340	24,507	99.32%	-	-	-
246 Contributions pass through	150	-	-	150	-	-
Total 241 Other Objects 800	651,788	883,557	73.77%	20,150	392	591,355
Total Expense	6,387,724	23,460,258	27.23%	820,957	1,227,024	1,657,834
Total Net Income (Loss)	(190,735)	8,161,439	-2.34%	113,728	34,400	(765,253)



Quarterly Report

for the Lakeview Academy

Business Office

Q2, Fiscal Year 2024 (October—December)

Aegis Business Resources, LLC provides valuable training resources and accountability supports to assist schools with successful business office operations. Aegis resources, such as the To-Do List (with linked training materials found in the Uneti Tree Library), help business administrators (BAs) to be aware of upcoming deadlines and have the resources and tools to meet them. When used properly, the resources provided by Aegis help schools to complete tasks on time, complete, and accurately.

The second quarter of the fiscal year (October through December) continues to be busy in the business office. Final Audited Financial Reports are issued, most of the state required reports on prior year performance, as well as submission of current year restricted program funding applications were all due this quarter.

This quarter our support and review work focused on these main areas:

- HR training on things such as progressive discipline and termination processing.
- Year-end tax reporting (W-2, 1099, and 941 forms) with training provided on the new IRS Form 1099 process.
- Support on state reporting: UPEFS, DMI, Transparency, submittal of plans for restricted programs.
- Development and training on the monthly scoreboard, annual scoreboard, and ratio reports to better report financial data and key performance indicators in a more consolidated format.
- Time and Effort Certifications for restricted programs.
- Review of program accounting and analysis of budget impact.

This report also includes information on your school's utilization of our resources. We include reports on attendance by your BA(s) at Aegis training meetings as well as tracking of tasks completed (self-reported by your business administrator(s)). This data can assist the board and administration in understanding the work performed by your business office staff and provides useful accountability data.

In addition to the support provided to the business office, see the available upcoming training opportunities and resources for your board and administration at the end of this report.

Quarterly Review Cycle

Fiscal Year	July 1-June 30
2 nd Quarter	October - December
Quarter Close	The Business Office works with Aegis to close the 1 st quarter during January/February. (January is a hectic month)
Submission to Aegis	The Business Office submits final data to Aegis two weeks before the March board meeting
Aegis Review/Report	Aegis staff review identified criteria (on a sample basis), reporting findings and other relevant data to the school.



Mandee Thompson
President

Q2 Financial & Business Office Report



This review is not an audit and is performed on a sample basis per our Agreement. Sampling is defined as a technique used to discover information about a population (accounting records) by selecting and examining a small proportion of that population, and containing the characteristics of the larger population. Please keep in mind that the school's accounting records are in an interim state at this point in the school year. This means that it is within industry norms to identify transactions needing correction and/or for the reclassification of transactions to make the books reflect what actually happened—to make correcting entries as legally allowed and appropriate. **Green = OK** **Yellow = In Process** **Red = Needs Attention**

Review Item	Review Analysis	
Reviewed payroll tax payments to validate payments were made prior to the deadlines and assigned to the correct tax quarter.	SUTA, State and Federal withholdings were all paid on time for the month tested (Dec).	
Reviewed sample of time and effort certifications for IDEA and SpEd Add-On	Time and effort documentation aligned to accounting system data and had the required signatures. Nicole will work with the software company to resolve one account not showing on the internal report.	
Restricted Program Review: Identified programs with carry forward balances and reviewed all restricted program expenditures for alignment with the USBE approved budgets. Analyzed expenditure trajectory for utilization of funds by year end. Identified programs that would require deferral of any unutilized funds and as compared to the budget. Do they appear to be balancing with expenses aligned to the proper budgeted categories?		
Reviewed for any negative account balances. These are generally due to an automated software process allocating benefits to programs that can sometimes result in small negative balances to be corrected.	There were a few accounts with negative balances. Two that Nicole was aware of that the balance will clear. One that she will review for needed action.	
State Special Education Add On (1205)	Expenses are in alignment with the budget and on track for full allocation of program funds. Confirmed there are no unallowed director expenses for all SpEd accounts.	
State Special Education Self Contained (1210)	Expenses are in alignment with the budget and are on track for full allocation of program funds.	
State Special Education Extended School Year (1220)	Prior year carryover of \$12,500 and current year allocation not being utilized. The school does not run a summer program, so these funds will continue to accrue. Will transfer 30% of current year allocation to Fiscal Flexibility (FF) at year end.	
State Special Education - State Programs (1225)	Expenses are in alignment with the budget and are on track for full allocation of program funds.	



Q2 Financial & Business Office Report - Continued



Green = OK Yellow = In Process Red = Needs Attention

Review Item	Review Analysis	
IDEA (7524)	These funds are on a reimbursement basis. The expenses are in alignment with the budget. Due to ARP funding in prior years, these funds have not been fully utilized. FY23 funds will be fully utilized and projected 50% of FY24 funds by year end.	Yellow
State Special Education Extended Year Stipends (1278)	There is a small carryover from prior year due to variance in benefit amount reimbursed by the state. Will do FF Transfer at year end.	Green
College & Career Awareness (5901)	These funds are utilized during the second semester course.	Green
At-Risk Add On (5344)	The expenses are allocated in alignment with the budget but trending low YTD. These funds are used in conjunction with early literacy and will be fully utilized by yearend.	Green
Charter School Local Replacement (5619)	10% Facility use requirement met. Any remaining funds in this program will be transferred to general program funds at year end.	Green
School Land Trust (5420)	Expenses are in alignment with the UG approved plan and are fully utilized. General funds will be transferred in to cover the excess expenses.	Green
Suicide Prevention (5674)	Suicide Prevention programs occur later in the year and will fully utilize these funds.	Green
Reading Achievement (5674)	Expenses are in alignment with the budget and funds already fully utilized.	Green
Teacher & Student Success Program- TSSA (5678)	Prior year carryover. Expenses are in alignment with the budget and on track for full utilization of program funds. FF transfer will be done at year end.	Green
Grants for Professional Learning (5666)	Expenses are trending low. These funds pay for subs while teachers attend LETTERS training. These funds will be fully utilized.	Green
Educator Salary Adjustment (5876)	This program carries a balance due to the state benefits calculation. USBE staff confirmed the excess may be used to pay additional stipends to those qualified.	Green
Early Literacy Outcomes (5697)	Funding discontinued. Will utilize the carryover and then use general funds to cover the remaining cost of the required LETTERS program.	Green
STEM Endorsement Incentive (5644)	Expenses are in alignment with the budget and funds already fully utilized.	Green

Schools receive funding from many state and federal programs that are restricted for specific purposes. The director, key department heads and the business office (indeed anyone spending the school's funds) must know what is allowable and unallowable in each program. It is imperative that appropriate school staff attend relevant USBE/state meetings and apply what they learn to ensure program administration, documentation and spending is in compliance with [ever-changing] program guidance/regulations. Often changes are made known to schools at these meetings, and sometimes in obscure ways. For program documentation purposes, while meeting the minimum requirement of each, a best practice is to follow the higher of the federal or state standard. It is easier to have a single practice or procedure (even a more restrictive one) than to have multiple practices and procedures.

Q2 Financial & Business Office Report - Continued



Green = OK Yellow = In Process Red = Needs Attention

Review Item	Review Analysis	
English Language Learner Software (5911)	The funding allocation will cover about half of the licenses purchases. General funds to cover the excess.	Green
E-Cigarette Substance & Nicotine Prevention (5673)	Stipends will be paid in second half of the year and funds will be fully utilized.	Green
Smaller state programs Teacher Materials, Capitol Tours, Period Products in Schools	Teacher Materials - Funds have been fully utilized. Cap Field trips - carryover balance. Will be fully utilized this year.	Green
Teacher Salary Supplement Program - TSSP (5807)	Funding is driven by educator applications. The benefit allocation from USBE is higher than the school's benefit costs resulting in a carryover of fund each year.	Yellow
Educator Professional Time (5651)	About 80% of these funds were expended as of December. Use of these funds is dependent on teachers submitting and completing plans. They should be fully utilized by year end.	Green
Fiscal Flexibility (5390)	30% of the current year allocation for certain state restricted programs can be transferred here to used for any unrestricted purpose. The COVID use restriction is no longer in effect.	Yellow
Food Service Program -	The lunch program has more than the allowed 90 days cash on hand. LVA is on a spend down plan with the state and anticipates spending down to 90 days by year end. Funds are being utilized for needed kitchen updates.	Yellow
Title I (7801)	Budget aligns with approved plan with expenses on track for full utilization of program funds.	Green
Title II (7860)	Budget aligns with approved plan with expenses on track for full utilization of program funds.	Green
Student Support Services (7905)	Budget aligns with approved plan with expenses on track for full utilization of program funds.	Green
ARP ESSER III 90% (7225.1)	Budget aligns with approved plan with expenses on track for full utilization of program funds.	Green
ARP ESSER III SEA BASE (7225.2)	Budget aligns with approved plan with expenses on track for full utilization of program funds.	Green
ARP ESSER III Accelerated Learning (7225.3)	Budget aligns with approved plan with expenses on track for full utilization of program funds.	Green
GEERS II CARES (7230)	Fully expended and reimbursed.	Green

Training & Accountability Reporting



Training—Business Administrator Meetings

These meetings are hosted by Aegis and are scheduled on the second Wednesday of each month. Training is geared toward the upcoming To Do tasks and state reporting. Additionally, we provide training modules on the varied ongoing responsibilities of the business office, including sharing best practices for helping each schools' business office run more effectively. Attendance for your school's BA(s) is found in the table at right. Meetings will be held:

- March 14, 2024
- April 10, 2024
- May 8, 2024

Training—School Administration Resources

(Will be sent via email)

- March—Funding & Budget
- April—Budget, School Fees
- May—Year End Topics

Training—Board Member Resources

(Will be sent via email)

- March—Director Evaluations
- April—Developing/Adopting your School's Budget
- May—Commercial Insurance

Accountability Reporting

Monthly BA Meeting* Attendance

October	Green
November	Green
December	Green

*Monthly meetings are recorded

2nd Quarter To Do Items*

LandTrust prior year expense report.	Green
Submittal of (AFR) and (APR) reports to UPEFS.	Green
Initial budget review after October 1 student membership count.	Green
Quarterly review and close of financial records.	Green
Transparency & Capital Outlay Reports	Green
Quarterly payroll tax reporting.	Green
Utah Grants applications processed	Green
Review of program expenses after approval of grant applications.	Green
IRS 990 Tax form completed	Green
Title I - Desktop Monitoring	Green
Audit employee deductions after new benefit plan period begins.	Green
Bond Compliance	Green
Submittal of Audited financials to USBE & State Auditor	Green
Excess Costs Reporting (Special Education)	Green
Indirect Costs Module (UPEFS)	Green
Prep for 1099 & W2 reporting	Green

*Note: Self-reported by BA staff using Aegis Intranet site

OK or Complete	In Process	Needs Attention
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A Medley of Motions

"I move to vote on..."
"I move to amend the motion by..."
"I move to rescind my motion."
"I move for reconsideration of..."
"I move to divide the question..."
"I move to limit/extend the time for debate..."
"I move to table...or un-table"
"I move to nominate..."
"I move for a recess..."
"I move to adjourn the meeting at 9:00 P.M."
and...

"Point of order-chair..." then ask a question of the chair.
"Point of information-chair..." then present information.



Lakeview Academy of Science, Arts and Technology
Annual Program Report UPEFS

1 Regular School - 07/01/2024 to 12/31/2024

	2025 Actuals	2025 Revised Budget
General Education (A) Sheet1		
VAR Regular Basic Program		
Total Revenue	2,641,230.70	22,931,410.24
Total Expenditures	3,608,956.50	7,380,626.00
Total VAR Regular Basic Program	-967,725.80	15,550,784.24
5201 Class Size Reduction		
Total Revenue	204,427.50	408,854.00
Total Expenditures	207,573.31	414,092.00
Total 5201 Class Size Reduction	-3,145.81	-5,238.00
Total General Education (A) Sheet1	-970,871.61	15,545,546.24

	2025 Actuals	2025 Revised Budget
Special Education (B) Sheet2		
1200-1295 Regular District Programs		
1205 Special Education - Add-On		
Total Revenue	372,560.90	670,394.00
Total Expenditures	365,272.79	763,304.00
Total 1205 Special Education - Add-On	7,288.11	-92,910.00
1210 Special Education - Self-Contained		
Total Revenue	16,665.25	33,330.00
Total Expenditures	18,365.21	35,920.00
Total 1210 Special Education - Self-Contained	-1,699.96	-2,590.00
1220 Extended Year Program for Severely Disabled		
Total Revenue	12,691.38	15,104.00
Total Expenditures	2,913.63	6,465.00
Total 1220 Extended Year Program for Severely Disabled	9,777.75	8,639.00
1225 Special Education - State Program		
Total Revenue	6,449.48	12,898.00
Total Expenditures	9,663.02	14,209.00
Total 1225 Special Education - State Program	-3,213.54	-1,311.00
Total 1200-1295 Regular District Programs	12,152.36	-88,172.00

	2025 Actuals	2025 Revised Budget
7524 Programs for the Disabled		
Total Revenue	6,610.09	160,200.00
Total Expenditures	80,987.46	160,762.00
Total 7524 IDEA Level Activity	-74,377.37	-562
7522 IDEA-B -- Preschool Disabled (Sec. 619)		
Total Revenue	864.34	3,322.00
Total Expenditures	3,288.32	3,323.00
Total 7522 IDEA-B -- Preschool Disabled (Sec. 619)	-2,423.98	-1
1278 Extended Year - Special Educators		
Total Revenue	1,078.94	1,998.00
Total Expenditures	228.32	5,000.00
Total 1278 Extended Year - Special Educators	850.62	-3,002.00
Total Special Education (B) Sheet2	-63,798.37	-91,737.00

	2025 Actuals	2025 Revised Budget
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Career Technology (C) Sheet3

5901 College and Career Awareness		
Total Revenue	3,342.00	6,400.00
Total Expenditures	711.31	6,954.00
Total 5901 College and Career Awareness	2,630.69	-554
Total Career Technology (C) Sheet3	2,630.69	-554

2025 Actuals 2025 Revised Budget

Special Populations (D) Sheet4

5344 Students At-Risk Add-On

Total Revenue	50,726.03	101,452.00
Total Expenditures	66,719.56	101,583.00
Total 5344 Students At-Risk Add-On	-15,993.53	-131
 Total Special Populations (D) Sheet4	 -15,993.53	 -131

	2025 Actuals	2025 Revised Budget
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Restricted State or Federal (H) Sheet5

5618 K-3 Reading Software License		
Total Revenue	21,000.00	21,000.00
Total Expenditures	21,000.00	21,000.00
Total 5618 K-3 Reading Software License	-	-
5619 Charter School Local Replacement		
Total Revenue	1,759,668.50	3,519,337.00
Total Expenditures	918,314.41	1,592,554.00
Total 5619 Charter School Local Replacement	841,354.09	1,926,783.00
5846 State Charter School Start-Up		
Total Revenue	200,000.00	200,000.00
Total Expenditures	40,727.52	41,000.00
Total 5846 State Charter School Start-Up	159,272.48	159,000.00
5420 School Land Trust Program		
Total Revenue	150,330.91	150,330.00
Total Expenditures	114,063.31	150,330.00
Total 5420 School Land Trust Program	36,267.60	-
5876 Educator Salary Adjustments		
Total Revenue	342,019.87	665,302.00
Total Expenditures	289,240.73	588,361.00
Total 5876 Educator Salary Adjustments	52,779.14	76,941.00
5674 Suicide Prevention		
Total Revenue	1,000.00	1,000.00
Total Expenditures	-	1,250.00
Total 5674 Suicide Prevention	1,000.00	-250
5666 Grants for Professional Learning		
Total Revenue	3,073.77	6,147.00
Total Expenditures	6,041.11	5,908.00
Total 5666 Grants for Professional Learning	-2,967.34	239
5678 Teacher and Student Success Program (TSSA)		
Total Revenue	127,978.14	255,956.00
Total Expenditures	111,316.90	276,622.00
Total 5678 Teacher and Student Success Program (TSSA)	16,661.24	-20,666.00

	2025 Actuals	2025 Revised Budget
5679 Student Health and Counseling Support Program		
Total Revenue	10,704.45	55,368.00
Total Expenditures	27,181.00	58,156.00
Total 5679 Student Health and Counseling Support Program	-16,476.55	-2,788.00
column AA Other State		
5644 STEM Endorsement Incentive		
Total Revenue	4,885.41	4,885.00
Total Expenditures	3,885.41	3,885.00
Total 5644 STEM Endorsement Incentive	1,000.00	1,000.00
5655 Digital Teaching & Learning Program		
Total Revenue	9,726.56	50,407.00
Total Expenditures	27,529.32	52,628.00
Total 5655 Digital Teaching & Learning Program	-17,802.76	-2,221.00
5673 Electronic Cigarette Substance & NicotineÂ Prevention		
Total Revenue	4,000.00	4,000.00
Total Expenditures	-	5,328.00
Total 5673 Electronic Cigarette Substance & NicotineÂ Prevention	4,000.00	-1,328.00
Total column AA Other State	-12,802.76	-2,549.00
column AB Federal Other		
7380 ETI E-rate		
Total Revenue	26,469.12	26,469.00
Total Expenditures	66,172.80	66,173.00
Total 7380 ETI E-rate	-39,703.68	-39,704.00
Total column AB Federal Other	-39,703.68	-39,704.00
Total Restricted State or Federal (H) Sheet5	1,035,384.22	2,097,006.00

	2025 Actuals	2025 Revised Budget
One-Time and Other Bills (I) Sheet6		
5651 Educator Professional Time		
Total Revenue	105,949.34	105,949.00
Total Expenditures	106,001.38	105,121.00
Total 5651 Educator Professional Time	-52.04	828
5868 Teacher Materials & Supplies		
Total Revenue	21,060.00	21,060.00
Total Expenditures	14,073.44	19,412.00
Total 5868 Teacher Materials & Supplies	6,986.56	1,648.00
5807 Teacher Salary Supplemental Program (TSSP)		
Total Revenue	17,205.42	35,939.00
Total Expenditures	3,455.78	21,277.00
Total 5807 Teacher Salary Supplemental Program (TSSP)	13,749.64	14,662.00
5882 BTS Arts		
Total Revenue	13,032.50	26,565.00
Total Expenditures	12,903.59	24,295.00
Total 5882 BTS Arts	128.91	2,270.00
Total One-Time and Other Bills (I) Sheet6	20,813.07	17,408.00

ESEA (L) Sheet 8

2025 Actuals 2025 Revised Budget

7801 Fed ESEA Title I A		
Total Revenue	-	17,166.00
Total Expenditures	9,035.21	17,869.00
Total 7801 Title I A	-9,035.21	-703
 Total 7801 Fed ESEA Title I A	 -9,035.21	 -703
7860 Fed ESEA Title II A - Teacher Quality		
Total Revenue	-	6,549.00
Total Expenditures	6,581.64	6,504.00
Total 7860 Fed ESEA Title II A - Teacher Quality	-6,581.64	45
 7890 Student Support Services	 -	 10,000.00
Total Revenue	-	10,000.00
Total Expenditures	8,360.32	10,019.00
Total 7890 Student Support Services	-8,360.32	-19
 Total ESEA (L) Sheet 8	 -23,977.17	 -677

4 Food Service Program - 07/01/2024 to 12/31/2024

	2025 Actuals	2025 Revised Budget
Food Service		
Total Revenue	227,587.17	494,905.00
Total Expenditures	237,160.34	494,797.00
Total Food Service	-9,573.17	108
Total Non-Instructional (J) Sheet7	-9,573.17	108

MINUTES



Lakeview Academy Board of Trustees Meeting January 9, 2025 at 7:00 p.m. 527 W 400 N Saratoga Springs, Utah

Lakeview Academy Mission:

Develop Capable, Confident, and Contributing members of society through learning experiences that foster growth, creativity, and character development.

Lakeview Academy's Board of Trustee Role:

The purpose of the board, on behalf of the citizens of Utah, is to see to it that Lakeview Academy (1) achieves what it should according to the Lakeview Academy Charter and state laws and (2) avoids unacceptable actions and situations.

- 1) Welcome and Roll Call

BEGIN TIME: 7:10PM

IN PERSON ATTENDANCE: Alan Daniels, Ashley Hintze, Lindsay Condie, Rick Veasey, Nicole Desmond and Kassy Oveson.

ONLINE: Tina Smith

ABSENT: Jones Dias, Daniel Dunn (Daniel joined at 7:45 pm)

COMMUNITY MEMBERS: None

- 2) Pledge of Allegiance
- 3) Board Business
 - a) UAPCS Training Opportunities
 - i) Annual conference 2025: June 10-11th, Davis Convention Center, Layton

Ashley and Tina would like to go to the conference. Alan asked about when the agenda and class contents would be released. Tina said to expect it in April or May and to reach out to Debbie for more information.

- b) UAPCS Event
 - i) Charter Day on the Hill, Tuesday, Jan. 21st, 2025

Tina announced that the State Charter School Board is celebrating 25 in 2025, for the 25th year anniversary of charter schools in Utah. It will be on January 16th at the Natural History Museum 6:00-8:30 PM.

- c) Director's Report

December only had 2 weeks of school, not a lot to report on. Students and staff did a flash mob dance in the backfield after a fire drill. Lottery is open for next school year and is on trend. This year's enrollment is still holding strong. Currently doing mid-year assessment. Results will be shared with the board in February or March.

- d) Board Member Reports

Alan observed the fire drill and the flash mob. He completed the holiday raffle for the staff.

- e) Committee Reports
 - i) Policy Committee

Policy committee initiated. It includes Alan Daniels, another board member (Jones or Daniel), Mr. Veasey and Ashley Hintze representing the parents. The PALs and Criminal Background Check policies need to be reviewed for discrepancies. There are other policies that need to be addressed by July including the benefits policy to match the states leave policy which focuses on maternity leave.

- ii) Expansion Committee

Committee is continuing discussions about the project financing and the bonding process. Working through value engineering with the contractor and architects to get into the range for the bond. The school met the requirements for the Moody rating that we wanted for the bond. There is a meeting on January 24th with the Utah Charter School Finance Authority (UCSFA) to seek approval for continued participation in the credit enhancement. There is a possible grant from UAPCS, but we don't know the criteria for it. It is for \$2 million and has to be spent on non-building supplies, such as lights, seating, etc.

The School Safety Council grant application is due at the end of January. It might free up some money for the expansion for security items. The application asks for how much money we need and for what items and they approve it based on that.

- iii) Audit Committee
- f) Board Study

- i) Parent Assisted Learning (PALS) Volunteer Policy

This policy will be looked at by the policy committee.

- ii) Criminal Background Checks and Arrests Policy

This policy will be looked at by the policy committee.

- g) September, October & November Financial & Accounting Reports
 - i) Financial Scoreboard
 - ii) Annual Financial Metrics
 - iii) Balance Sheet Report
 - iv) Income Statement Report
 - v) Check Register Report
 - vi) P-Card Purchase Reports
 - vii) Quarterly Program Reports
 - viii) Audit Report FY24

The September reports were presented in November, but wrong information was on the agenda. Board asked to approve them in this meeting. The October report would have been presented in the December board meeting, but that meeting was canceled. November is the regular report for this month's meetings.

Everything is trending for the budgets at this time of year. We will bring a revised budget at the end of the year, especially as we get into the bonding and construction process.

Tina asked if there are any concerns with any specific line items that are too high at this point in the year. Nicole said that line items that are high or normal for this time of year.

Tina asked if any concerns were shown on the auditor's reports. The audit report shows no concerns and was discussed in the November meeting.

MOTION BY: Ashley Hintze moved to accept the financial reports for September, October and November.

Yes Vote: Alan Daniels, Ashley Hintze, Lindsay Condie, Tina Smith

No Vote: None

Abstain: None

MOTION PASSES

- 4) Public Comment: The public may address any issue unrelated to items already on the agenda. Participants are asked to state their names for the official minutes and please be concise. If you cannot attend the meeting, email your comments to bot@lakeview-academy.com to be included in the minutes. Please submit your comments no later than two hours prior to the start of the meeting.

No comments

- 5) Consent Agenda
 - a) Minutes October 9, 2024
 - b) Minutes November 20, 2024
 - c) Plan Review Agreement by Sunrise Engineering
 - d) Site Planning Application
 - e) Rezone Approval letter
 - f) Hales Engineering - Expansion Circulation Memo
 - g) Appraisal
 - h) School Land Trust Council
 - i) Additional AV Services - Babcock Design
 - j) General contractor recommendation

No comments

MOTION BY: Tina Smith moved to approve the consent agenda

Yes Vote: Alan Daniels, Ashley Hintze, Lindsay Condie, Tina Smith

No Vote: None

Abstain: None

MOTION PASSES

- 6) Action Items
 - a) General Contractor Agreement

We had a previous motion recommending the general contractor on the consent agenda with the understanding that prior to engaging into a contract, a rework of the project scope and value engineering will need to take place in order to reach a construction budget

that will allow the project to be financeable.

The expansion committee seeks an additional motion to continue negotiating the general contractor contract with Stout. The final contract will be presented to the board.

MOTION BY: Lindsay Condie moved to authorize the expansion committee to initiate contract negotiations with the approved building contractor, Stout.

Yes Vote: Alan Daniels, Ashley Hintze, Lindsay Condie, Tina Smith

No Vote: None

Abstain: None

MOTION PASSES

7) Closed Session

- a) A motion to enter a closed session per Utah Code 52-4-205 to discuss litigation matters, acquisition of real property, or authorized personnel issues (all motions, except the motion to exit the closed session, will be made in an open meeting.)
- b) Return to Open Meeting
- c) Action may be taken regarding litigation matters, acquisition of real property, or authorized personnel issues.

MOTION BY: Ashley Hintze moves to enter a closed session per Utah Code 52-4-205 to discuss litigation matters and authorized personnel issues.

Yes Vote: Alan Daniels, Ashley Hintze, Lindsay Condie, Tina Smith

No Vote: None

Abstain: None

MOTION PASSES

IN PERSON ATTENDANCE: Alan Daniels, Ashley Hintze, Daniel Dunn, Lindsay Condie

ONLINE ATTENDANCE: Tina Smith

INVITED GUESS: Rick Veasey

Began: 7:37 PM

Ended: 8:52 PM

OPEN SESSION CONTINUED AT 8:52 PM

8) Adjourn

MOTION BY: Daniel Dunn moved to adjourn.

END TIME: 8:54 PM



Policy Type: Required Policy

Policy Title: Parent Assisted Learning (PALS) Volunteers/Visitors

Effective: April 13, 2017

Definitions:

Volunteer: a person who has been invited and approved to support a school activity or complete assigned tasks

Visitor: a person who is not PALs trained and/or has not been specifically invited by school staff to fulfill an approved purpose

Lakeview Academy regards parental involvement vital to the academic success of students. Parents are the initial teachers of their children and serve as partners with the school in helping children achieve academic success. Lakeview Academy request parents to be involved and volunteer a minimum of 4 hours a month assisting their student's teachers and actively serving on a committee. Any additional service given to Lakeview Academy would be greatly appreciated. Volunteer hours can be logged in the office or online. Visitors differ from volunteers.

Lakeview Academy will involve parents in the development of strategic plans. Lakeview Academy will invite parents to participate in the development of school plans. These planning sessions will occur as part of announced school board meetings. Information including academic data, State and Federal allocations, personnel, and instruction strategies will be given to parent as part of board meetings. Parents will be allowed to review information, attend meetings, and give input into the development of school plans. The Board of Trustees will give final approval to all school plans.

Lakeview Academy will involve parents in the process of school review and improvement. Lakeview Academy will share achievement data with parents on our website and in Board of Trustees meetings. Lakeview Academy invites input from parents regarding school academic goals. Parents are encouraged to join committees that give direction in securing research-based curriculum materials that align with state standards, the charter, and ends policies.

The purpose and vision of the PALS program at Lakeview Academy is to enable parents to take an active role in the education of their children. Lakeview Academy will schedule an annual parent involvement open house and support the efforts of the Site Advisory Council. As PALS volunteers are integrated into our learning community students will see that gaining education and learning is a lifelong journey. As parents share in the learning experience, they will feel a greater investment in our school and their children's education.



Lakeview Academy envisions PALS volunteers will play a vital role in assisting students to become capable of tackling academic situations with confidence, while contributing to the communities in and outside of the classroom. By utilizing the strength of our parents, we can provide smaller learning groups, more individualized attention, visiting experts and extra support for our students, teachers and administrators. As they interact with different individuals within their own community, the students will notice an increased feeling of community involvement and investment in their future. This interaction between educators and parents will greatly enhance the educational experience at Lakeview Academy.

It is the policy of Lakeview Academy not to allow registered sex offenders to participate in volunteering on school grounds. They are welcome to volunteer in opportunities where children are not present. School administration will periodically check the Utah State Sex Offender Registry and comply with the laws of the Utah State Sex Offender Registry. Visitors will need to arrange a visitation date, time, length, and purpose. Visitors will remain under direct supervision of an adult employee at all times. Pre-arranging a visit will allow administration to create a direct supervision plan prior to arrival.

PALS volunteers will be divided into two groups: *Level One, and Level Two*

PALS, Level One Volunteers

will have a significant level of interaction with students yet will still be supervised by the classroom teacher. Their main responsibilities are to assist with small group instruction in math, language arts or any of the additional core subjects as needed. Volunteers at this level would be asked to go through some basic training. This training could include, but is not limited to, basic classroom management, simple overview of approved school curriculum, and any particular needs for the teacher and students they will be assisting.

PALS, Level Two Volunteers

Level two volunteers will have the greatest interaction with students and could potentially be left unsupervised with students. However, they will not be permitted at any time to be alone with any one student. More than one student or another teacher must be in close proximity (for instance, the volunteer may work with a student in the hall -- a public thoroughfare -- with the classroom door remaining open). Level two volunteers may provide the same assistance as a level one volunteer; yet the main responsibilities of these volunteers include after-school tutoring, working with students in class who need individual assistance, substitute teaching, and chaperoning field trips. Training will be required for volunteers at this level. This training could include, but is not limited to, different teaching methods, different learning styles, appropriate adult-student interactions, and first aid. The school will provide this required training after the applicant submits their application and fee. (or) The school will provide this required training after the applicant submits their application and verification of at least 40 hours of PALS 1 volunteer hours.



Volunteers at this level will be required to be fingerprinted and have a background check, in accordance with Utah Law 53G--5-408. Information obtained from the background check may be used as a basis to refuse a PALS level two certification. They may be allowed to be PALS level one volunteers. Background checks must submitted and returned before a PALS level two certification will be permitted. Complete detailed information regarding these procedures and background check cost is available from the front office upon request or in the Criminal Background Checks and Arrest Reporting policy. The privilege of volunteering at Lakeview academy may be removed due to unprofessional, unsafe, or other behaviors deemed as inappropriate while acting in the capacity of a volunteer. In the event that volunteering privileges are removed, the individual who had the privileges removed, may request a reassessment. The reassessment can be requested no sooner than 6 months from the date of revoked privileges on the initial occurrence, and every 6 months thereafter. Should PALS privileges be revoked again, reassessment can be requested no sooner than 12 months, and every 12 months thereafter.

Volunteers function under the direction of a school employee. Volunteers are expected to comply with all reasonable training and assignments given to them from this school employee. If the school employee or a member of the administration dismisses the volunteer for any reason, the volunteer is expected to comply immediately. This is in accordance with 76-9-106 Disrupting the operation of a school. Review of this decision and further decisions will be made regarding the volunteer dismissed by the administration. The volunteer will be sent communication regarding this review and any other decisions made.

Volunteer Guidelines

All volunteers will be required to wear a school-designated name badge. Volunteers will check in at the front desk to obtain an ID badge prior to going to the classroom. This will ensure the office staff knows who is in the building, will help staff distinguish between volunteers and visitors, and help students easily recognize whom they can ask for help.

Parents interested in volunteering at either PALS' level should complete the Volunteer Form and indicate PALS one or PALS two. This form will be used by school administration to facilitate assignments and train volunteers as necessary.

Lakeview Academy will conduct a parental involvement evaluation and parental climate survey annually to evaluate effective involvement. Lakeview Academy will provide a summary of the parental involvement evaluation and climate survey, with its plans to address identified needs and recommendations, to the Board of Trustees annually.



Certification

The undersigned officers and/or directors of Lakeview Academy certify that this Parent Assisted Learning (PALS) Volunteers_Visitors policy was duly adopted on February 12, 2025 and replaces all previous Parent Assisted Learning (PALS) Volunteers policies.

Signature:

Print Name:

Title:

Signature:

Print Name:

Title:



Policy Type: Required

Policy Title: Criminal Background Checks and Arrest Reporting

Effective: February 12, 2025

The purpose of this policy is to protect the safety, health, and security of Lakeview Academy students, employees, and property. This policy is intended to ensure that all students are instructed and served by public school teachers, employees, board members, and volunteers who have not performed acts or violated laws that could, or would, result in endangering students.

Definitions

Applicant, Candidate, or Potential Employee: All persons seeking employment or appointment for compensatory work with Lakeview Academy.

Licensed Educator: Has the meaning given that term in Utah Administrative Code (UAC) R277-516.

Employee: A person being compensated by Lakeview Academy or a person employed by a company being compensated by Lakeview Academy for services rendered, including part-time and contract employees.

BCI: Utah Department of Public Safety, Bureau of Criminal Identification, a state agency.

Board Member: A person who serves on the Board of Trustees of Lakeview Academy.

Crimes Against a Person: Includes assault, kidnapping, murder, manslaughter, reckless endangerment, abuse of a child or vulnerable adult, stalking, hazing, making a terroristic threat, and any other offense identified in UCA Title 76, Chapter 5.

Criminal History Report: A report or record generated by the Bureau of Criminal Identification after a search of State of Utah criminal history files and/or other state and federal databases designated by law or by Lakeview.

Driving Record Report: Traffic-related offenses contained in the Utah Division of Motor Vehicle databases.

Background Check or Background Investigation: As allowed by law, a review of criminal or other public records to obtain information on an applicant or employee that may include, but is not limited to, criminal history reports and driving records reports.



School: Lakeview Academy, for whom this policy applies.

Individuals Subject to Background Checks

Applicants (potential employees or candidates) must submit to a criminal background check and review as a condition of employment or appointment.

Volunteers with significant unsupervised access to students in connection with the volunteer's assignment must submit to a criminal background check as a condition of service (see PALS level two). Until the background check is submitted and returned, the volunteer must remain under the supervised observation of a school employee.

A representative (individual, employee, and/or agent) of a company or organization having established an arrangement or agreement with the school to provide services to the school (such as food service vendors with casual access to students), or services with direct student access must submit to a criminal background check. The organization or representative shall pay the cost of the background check. Information obtained from the background check may be used as a basis to refuse access of the representative to the school, or students, at the sole discretion of the school. Failure to comply with this provision shall be basis for termination of the arrangement or agreement with the company or organization.

A background check shall be required for the renewal of any Utah educator license in accordance with UAC R277-501.

Members of the Board of Trustees must submit to a criminal background check as a condition of appointment. Until the background check is submitted and returned, the member must follow other appropriate category in this policy.

Where reasonable cause exists, the school may require an existing employee or volunteer to submit to a criminal background check at any time.

Conducting the Background Check

Applicants, board members, and volunteers shall complete applicable forms as a condition of employment/appointment. The forms require self-disclosure of criminal misconduct or violations of the law, including pending charges, diversion agreements and pleas in abeyance. The information obtained from the background check and the forms will be compared for accuracy and completeness. Any misstatement, omission, or misinformation on the forms is grounds not to hire or for dismissal.



Employees, applicants, board members, or volunteers who decline to submit to a background check cannot be employed by the school; are subject to termination of employment, revocation of volunteering privileges, or removal from the Board of Trustees.

Employees, applicants, board members, or volunteers who have criminal histories that may put students or members of the school community at risk, and/or fail to report an arrest, charge, or conviction may not be offered employment; are subject to termination of employment, revocation of volunteering privileges, or removal from the Board of Trustees.

A criminal conviction does not necessarily preclude employment or volunteering activities with the school. The school has the sole and absolute discretion to determine whether the outcome of a criminal background check will result in administrative action to; terminate employment, not offer employment, or not authorize volunteering activities. Similarly, the dismissal of a criminal offense or arrest does not necessarily preclude the school from taking administrative action against an employee, board member, or volunteer.

The school will immediately suspend an employee, board member, or volunteer from student supervision responsibilities pending the outcome of any investigation upon receipt of information concerning alleged offenses. Suspensions are generally without pay.

Review and Investigation

The school may consider both criminal and/or administrative findings. The safety and security of students will be the foremost consideration. The school shall consider each circumstance on a case-by-case basis and use the following factors to determine an applicant's, current employee's, board member's or volunteer's suitability to work in the school.

1. Type of conviction.
2. Relevance of any conviction to the individual's position.
3. A history of multiple convictions that suggests a pattern of criminal behavior or bad judgment.
4. Amount of time that has passed since a conviction and/or the completion of a sentence.
5. Frequency and severity of the conviction(s) or disposition(s).
6. Age of the individual at the time of the conviction or disposition.
7. Evidence of rehabilitation.
8. Other aggravating or mitigating information.

Any statement of an applicant, employee, board member, or volunteer on applications, personnel records, forms, and documents submitted to the school that is later deemed to be a misstatement, omission, or misinformation when verified with the results of a background check is grounds to not offer employment, termination of employment, revocation of volunteering privileges, or removal from the Board of Trustees.



If a person is denied employment/appointment to the Board of Trustees or is dismissed from employment/appointment to the Board of Trustees because of information obtained through a criminal background check, the person will receive written notice of the reasons for denial or dismissal and have an opportunity to respond within five working days. Volunteers who are denied volunteering privileges, or who have volunteering privileges revoked, will receive verbal notice of the decision and written notice upon request.

Information obtained from BCI in a background check is confidential within the guidelines of the Government Records and Access and Management Act (GRAMA).

Payment for Background Check

Applicants for employment, including substitutes, shall be required to pay the designated cost of background checks subject to the provisions of UCA § 53G-11-401 through 405. The school shall pay the cost of the background check for any non-licensed employee or board member. Volunteers shall be required to pay the designated cost of a background check required for approval of volunteering activities. As of August 1, 2025, Lakeview Academy will not charge a fee for fingerprinting for Lakeview Academy volunteers. For fingerprinting for outside agencies (not associated with the afore mentioned purposes), the cost is \$47. The Director may reimburse fees associated with background checks at the Director's discretion.

Required Reporting of Arrest

A licensed educator (as defined in UCA 53G-11-301), any and all other employees, and volunteers of the School (as defined in R277-516-4) who are cited, charged and/or arrested with the following alleged offenses must report the incident(s) to Lakeview Academy's Director within 48 hours, using the *Educator Notification of Arrest* form provided on the Utah State Board of Education (USBE) website:

1. Any matters involving an alleged felony, or relevant misdemeanor offenses.
2. Any matters involving minors.
3. Any matters involving alleged sex offenses.
4. Any matters involving alleged drug-related offenses.
5. Any matters involving alleged alcohol-related offenses.
6. Any matters for which the subject is currently under court ordered probation.
7. Any matters involving alleged offenses against the person under Title 76, Chapter 5, Offenses Against the Person.

The employee, board member, or volunteer shall report to the school Director, any convictions, including convictions identified above, any pleas in abeyance, and any diversion agreements within 48 hours, upon receipt of notice of conviction, plea in abeyance, or diversion agreement using the *Educator Notification of Arrest* form provided on the USBE website.



The Director shall report arrest, conviction, or offense information to the Lakeview Academy Board of Trustees/designee, as legally allowed by law, on all employees, board members, and volunteers.

The Director shall also report arrest, conviction, or offense information received from **Licensed Educators** to the Educator Licensing Department of the Utah State Office of Education (USBE or Utah Professional Practices Advisory Commission (UPPAC)) within 48 hours through forms found on the USBE website (UPPAC page of the Educator Licensing Department).

The employee shall report for work following an arrest and notice to the Director unless directed not to report for work by administration. Volunteers may report for volunteering activities following an arrest and notice to the Director unless directed not to report for volunteering activities by administration.

The school shall suspend employees immediately under the following circumstances:

1. Employees shall be suspended from supervising students during investigations for alleged sex offenses and other alleged offenses which may endanger students.
2. Employees who transport students or who operate or maintain public education vehicles shall be suspended during investigations of allegations for alcohol or drug violations.

The school shall provide due process for individuals who complete required criminal background checks consistent with UCA §53G-11-405. The procedures include:

1. An individual's right to respond to any criminal history information received by the school.
2. An individual's right to request a review of information received and the reasons for disqualification from employment or release from employment.
3. Notice to the individual of the right to request a review of information and reasons for disqualification or release for/from employment.

The school shall maintain background check information securely and train all employees who have access to background check and employment information about their professional responsibility to treat all records and information confidentially and the potential consequences for such failure.



The school may take employment or disciplinary action, up to and including: not offering employment, termination of employment, revocation of volunteering privileges, or removal from the Board of Trustees. Offenses relevant to all school assignments include, but are not limited to, the following.

1. Any matters involving an alleged felony, or relevant misdemeanor offenses.
2. Any matters involving minors.
3. Any matters involving alleged sex offenses.
4. Any matters involving alleged drug-related offenses.
5. Any matters involving alleged alcohol-related offenses.
6. Any matters for which the subject is currently under court ordered probation.
7. Any matters involving alleged offenses against the person under Title76, Chapter 5, Offenses Against the Person.

Additional References

1. Utah Code Annotated (UCA) § 53G-11-405 - Due process related to background check information
2. UCA § 53G-5-407 and 408 - Criminal Background Checks on School Personnel
3. UCA § 53E-3-410 - Criminal Background Checks on School Personnel
4. UCA § 53E-6-401 and 402 - Background Checks
5. Utah Administrative Code (UAC) R277-501 - Educator Licensing Renewal and Timelines
6. UAC R277-481 - Charter School Oversight, Monitoring and Appeals
7. UAC R277-516 - Education Employee Required Reports of Arrests

Certification

The undersigned officers and/or directors of Lakeview Academy certify that this Criminal Background Checks and Arrest Reporting policy was duly adopted on February 12, 2025, and replaces all previous Criminal and Background Check and Arrest Reporting policies.

Signature:

Print Name:

Title: _

Signature:

Print Name:

Title: _

Lakeview Academy Final Report 2023-2024

2023 - 2024



Final Report is submitted at this time!

This Final Report is in LEA or Charter Authorizer review.

Financial Proposal and Report

This report is automatically generated from the approved School Plan (entered in spring of 2023), Amendments, and the LEA's data entry of the School LAND Trust expenditures coming from the Utah Public Education Finance System (UPEFS).

Description	Planned Expenditures (entered by the school)	Amended Expenditures (entered by the school)	Actual Expenditures (entered by the LEA)
Carry-Over from 2022-2023	\$0.00	\$0.00	\$0.00
Distribution for 2023-2024	\$146,131.74	\$0.00	\$146,131.74
Total Available for Expenditure in 2023-2024	\$146,131.74	\$0.00	\$146,131.74
Salaries and Benefits	\$70,741.00	\$0.00	\$55,237.70
Contracted Services	\$0.00	\$0.00	\$0.00
Professional Development	\$0.00	\$0.00	\$0.00
Student Transportation Field Trips	\$0.00	\$0.00	\$0.00
Books Curriculum Subscriptions	\$0.00	\$0.00	\$0.00
Remaining Funds (Carry-Over to 2024-2025)	\$1,390.74		\$0.00

Description	Planned Expenditures (entered by the school)	Amended Expenditures (entered by the school)	Actual Expenditures (entered by the LEA)	
Technology Related Supplies	\$74,000.00	\$0.00	\$90,894.04	
Hardware, etc.	\$0.00	\$0.00	\$0.00	
Software	\$0.00	\$0.00	\$0.00	
Technology Device Rental	\$0.00	\$0.00	\$0.00	
Video Communication Services	\$0.00	\$0.00	\$0.00	
Repair Maintenance	\$0.00	\$0.00	\$0.00	
General Supplies	\$0.00	\$0.00	\$0.00	
Services Goods Fees	\$0.00	\$0.00	\$0.00	
Other Needs Explanation	\$0.00	\$0.00	\$0.00	
Non Allowable Expenditures	\$0.00	\$0.00	\$0.00	
USBE Administrative Adjustment - Scroll to the bottom to see Comments.			\$0.00	
Total Expenditures	\$144,741.00	\$0.00	\$146,131.74	
Remaining Funds (Carry-Over to 2024-2025)	\$1,390.74		\$0.00	

Goal #1

[close](#)

State Goal

[close](#)

Our goal is to increase the number of students meeting our Charter specific goal to complete at least one technology project and for staff to utilize technology daily in reading lessons to improve reading performance by 1%.

Academic Area

[close](#)

- Educational Technology/Library/Media
- English/Language Arts

Measurements

[close](#)

Measurements

This is the measurement identified in the plan to determine if the goal was reached.

We will use the reading test to measure BOY and EOY performance for students. We expect to see a 1% improvement in our school from BOY to EOY. We continue to see a need to improve the number of students reading at grade level since the soft closures of the pandemic.

Please choose one of the following two options to complete the Measurements section:

1. Explain how academic performance was improved or not, and describe how the before and after measurement data supports the improvement.
2. Explain how academic performance was improved or not, and attach measurement data from before and after plan implementation in the Attachments Section below. (If you choose this option, please put a note in your explanation to "see attached document").

Lakeview Academy has seen progress in this goal. Kindergarten shows At or Above Benchmark: BOY- 62% MOY- 71%, 1st At or Above Benchmark: BOY- 61% MOY- 59%, 2nd At or Above Benchmark: BOY- 71% MOY- 73%, 3rd At or Above Benchmark: BOY- 76% MOY- 77%, 4th At or Above Benchmark: BOY- 62% MOY- 77%, 5th At or Above Benchmark: BOY- 70% MOY- 82%.

Students are using the technology to access reading software and reading extensions.

These are the Action Steps identified in the plan to reach the goal:

- Survey staff on needed technology
- Purchase technology for student and teacher use
- Train staff and students on how to use new technology
- Plan and implement technology projects in grades 1-9
- Observe and record completion of this Charter goal

- Measure student performance at BOY and EOY using Reading assessment

Were the Action Steps (including any approved Funding Changes described below) implemented and associated expenditures spent as described?

Yes
 No

Category	Description	Estimated Cost
Technology related supplies < \$5,000 each - devices, computers, E-readers, flash drives, cables, monitor stands	Survey needs and purchase technology	\$74,000.00
Salaries and Benefits (teachers, aides, specialists, productivity, substitutes)	Staff to train, assess students and teach reading skills	\$10,741.00
	Total:	\$84,741.00

Goal #2

State Goal

Lakeview Academy will use staff members to improve student demonstration of science standards mastery during the 2023-2024 year.

- Science

Measurements

This is the measurement identified in the plan to determine if the goal was reached.

Students will complete benchmark assessments on grade level standards. Students have struggled to master each standard as they have been changed recently. The benchmarks will be used to help measure needed instruction, lesson effectiveness and student achievement.

Please choose one of the following two options to complete the Measurements section:

1. Explain how academic performance was improved or not, and describe how the before and after measurement data supports the improvement.
2. Explain how academic performance was improved or not, and attach measurement data from before and after plan implementation in the Attachments Section below. (If you choose this option, please put a note in your explanation to "see attached document").

Grades met with support staff to plan the science simulation activities. These lessons were based on the data teachers collected from students during Tier 1 instruction. Students have participated in the additional Tier 2 activities that targeted learning gaps and reinforced learning. Teachers observed an increase in content understanding after each of these simulated learning activities. Students were better able to demonstrate mastery of science standards during and after the activity.

These are the Action Steps identified in the plan to reach the goal:

-Hire staff to deliver science lessons on specific standards identified as in need.

- Staff will meet with classroom teachers to plan lessons and review student performance data.

- Lessons will be observed by administration to ensure effectiveness in achieving learning goals.

Were the Action Steps (including any approved Funding Changes described below) implemented and associated expenditures spent as described?

Yes
 No

Category	Description	Estimated Cost
Salaries and Benefits (teachers, aides, specialists, productivity, substitutes)	Pay staff who teach and assess science standards	\$60,000.00
	Total:	\$60,000.00

Summary of Estimated Expenditures

Category	Estimated Cost (entered by the school)
Technology related supplies < \$5,000 each - devices, computers, E-readers, flash drives, cables, monitor stands	\$74,000.00
Salaries and Benefits (teachers, aides, specialists, productivity, substitutes)	\$70,741.00
Total:	\$144,741.00

Funding Changes

There are times when the planned expenditures in the goals of a plan are provided by the LEA, a grant, or another unanticipated funding source, leaving additional funds to implement the goals. If additional funds are available, how will the council spend the funds to implement the goals in this plan?

If additional funds are given to our school we will use these funds to more fully fund our goals above.

If any funds were expended as identified in Funding Changes, please describe how they were spent to implement the approved goals. If you did not implement the Funding Changes plan, please put "did not implement Funding Changes."

Additional funds were spent to more fully cover the cost of our goals purchasing more equipment and paying staff for the additional hours worked.

Publicity

The following items are the proposed methods of how the Plan would be publicized to the community:

- Other: Please explain
- School marquee
- School newsletter
- School website

The school plan was actually publicized to the community in the following way(s):

Letters to policymakers and/or administrators of trust lands and trust funds

Other: Please explain

School assembly

School marquee

School newsletter or website

Social Media

Stickers that identify purchases made with School LAND Trust funds

Council Plan Approvals

Number Approved	Number Not Approved	Number Absent	Vote Date
7	0	0	2023-03-09

Comments

Date	Name	Comment
2025-01-30	Rick Veasey	Final Report Comment: The funds have been spent in accordance with the approved plan and measured success has been provided to the committee and community. These funds have made a positive impact on the students of Lakeview Academy.

BACK

Activity	Fee	
Hope of America	\$15.00	
Pride land t-shirts	\$10.00	
Travel Meal	\$10.00	
After school Activity (Dance/Party/Social)	\$10.00	
Middle School Drama Field Trip	\$15.00	
Play admission	\$10.00	
Boys Volleyball	\$125.00	
Girls Volleyball	\$125.00	
Boys Soccer	\$155.00	
Girls Soccer	\$155.00	
Boys Basketball	\$165.00	
Girls Basketball	\$165.00	
Cross Country	\$95.00	
Middle School Fee	\$150.00	?
Ninth Grade Camp	\$75.00	?
Fieldtrip Fee (MS only)	\$20.00	?
Dress Down Day (Box top)		?
Drama Club (per play)	\$75.00	
Dungeons and Dragons Club	\$16.00	
Drum Club	\$75.00	
Tech Club	\$15.00	
Paper Art Club	\$15.00	
Lost Jersey Fine	\$50.00	
Library Fine (late book return)	.10 per day for Elementary .25 per day MS	
Library Fine (lost/damage book)	\$25.00	
Guitar String Fine	\$2.00	
Tier 1 Club	\$15.00	
Tier 2 Club	\$50.00	
Tier 3 Club	\$100.00	
Individual Student Fee Cap	\$1,200.00	

BENEFICIAL OWNERSHIP INFORMATION

GENERAL INSTRUCTIONS

What is this form?

To help the U.S. government fight financial crime, federal regulation requires certain financial institutions to obtain, verify, and record information about the beneficial owners of legal entity customers. Legal entities can be abused to disguise involvement in terrorist financing, money laundering, tax evasion, corruption, fraud, and other financial crimes.

Requiring the disclosure of key individuals who own or control a legal entity (i.e., the beneficial owners) helps U.S. law enforcement investigate and prosecute these crimes.

Who has to complete this form?

This form must be completed by the person opening a new account on behalf of a legal entity with a bank, a broker or dealer in securities, or certain other types of U.S. financial institution, and the form must be completed at the time each new account is opened. For these purposes, opening a new account includes establishing a formal relationship with a broker-dealer or lender to effect transactions in securities or for the extension of credit.

For the purposes of this form, a legal entity includes a corporation, limited liability company, or other entity that is created by a filing of a public document with a Secretary of State or similar office, a general partnership, and any similar business entity formed in the United States or any other country. Legal entity does not include sole proprietorships, unincorporated associations, or natural persons opening accounts on their own behalf.

What information do I have to provide?

This form requires you to provide the name, address, date of birth and Social Security number (or passport number or other similar information, in the case of non-U.S. persons) for

the following individuals (i.e., the “beneficial owners”):

(i) A single individual with significant responsibility for managing the legal entity customer (e.g., a Chief Executive Officer, Chief Financial Officer, Chief Operating Officer, Managing Member, General Partner, President, Vice President, or Treasurer); and

(ii) Each individual, if any, who owns, directly or indirectly, 25% or more of the equity interests of the legal entity customer (e.g., each natural person who owns 25% or more of the shares of a corporation).

The number of individuals that satisfy this definition of “beneficial owner” may vary. Under section (i), only one individual needs to be identified.

Under section (ii), depending on the factual circumstances, up to four individuals (but as few as zero) may need to be identified. It is possible that in some circumstances the same individual might be identified under both sections (e.g., the President of Acme, Inc. who also holds a 30% equity interest). Thus, a completed form will contain the identifying information of at least one individual (under section (i)), and up to five individuals (i.e., one individual under section (i) and four 25% equity holders under section (ii)).

This form also requires you to provide copies of (1) the legal formation document for each legal entity (i.e., the issuer, borrower, or selling securityholder) listed on this form (e.g., Certificate of Incorporation, LLC Agreement, Partnership Agreement, etc.), and (2) a driver’s license, passport or other identifying document for each beneficial owner listed on this form.

Please complete the attached Identification of Beneficial Owners and return to D.A. Davidson.



IDENTIFICATION OF BENEFICIAL OWNER(S)

For the benefit of each of the financial institutions involved in the applicable sale of securities or extension of credit for which this certification is provided, the following information is hereby provided on behalf of the Issuer/Borrower/Selling Securityholder legal entity customer listed below:

(a) **Individual Opening Account.** Name and Title of Natural Person Opening Account and Completing Certification on Behalf of Legal Entity Customer:

(b) **Legal Entity Customer.** Name, Type, and Principal Business Address of Issuer/Borrower/Selling Securityholder Legal Entity Customer for Which the Account is Being Opened:

Please attach a copy of the legal formation document for each legal entity listed above (e.g., Certificate of Incorporation, LLC Agreement, Partnership Agreement, etc.).

(c) **Control Prong.** The following information for one individual with significant responsibility for managing the Issuer/Borrower/Selling Securityholder legal entity customer listed above, such as:

- An executive officer or senior manager (e.g., Chief Executive Officer, Chief Financial Officer, Chief Operating Officer, Managing Member, General Partner, President, Vice President, Treasurer); or
- Any other individual who regularly performs similar functions.

Name/Title	Date of Birth	Address(Residential or Business St. Address) (Street, City, Zip)	Phone Number	Social Security Number ¹

Please attach copies of a driver's license, passport or other identifying document for each individual listed above.

¹ Social Security Number for U.S. Persons. For Non-U.S. Persons: Social Security Number, Passport Number and Country of Issuance, or other similar identification number. In lieu of a passport number, non-U.S. persons may also provide a Social Security Number, an alien identification card number, or number and country of issuance of any other government-issued document evidencing nationality or residence and bearing a photograph or similar safeguard.

(d) **Ownership/Equity Prong.** The following information for each individual, if any, who, directly or indirectly, through any contract, arrangement, understanding, relationship or otherwise, owns 25% or more of the equity interests of the Issuer/Borrower/Selling Securityholder legal entity customer listed above. If appropriate, an individual listed under section (c) above may also be listed in this section (d):

Name/Title	Date of Birth	Address(Residential or Business St. Address) (Street, City, Zip)	Phone Number	Social Security Number

Please attach copies of a driver's license, passport or other identifying document for each individual listed above.

Equity Owner Not Applicable (Please check this box if there is no individual who owns 25% or more of the equity interest of the legal entity listed above).

ACKNOWLEDGEMENT; SIGNATURE

For the benefit of each of the financial institutions involved in the applicable sale of securities or extension of credit for which this certification is provided, the following information is hereby provided on behalf of the Issuer/Borrower/Selling Securityholder legal entity customer listed below:

I, _____, in my capacity as _____ of the Issuer/Borrower/Selling Securityholder listed above and not in my individual capacity, hereby:

- (a) acknowledge and authorize on behalf of the Issuer/Borrower/Selling Securityholder and each beneficial owner identified in paragraphs (c) and (d) of Section III above that this certification and the attachments hereto may be provided to each of the financial institutions involved in the applicable sale of securities or extension of credit;
- (b) agree on behalf of the Issuer/Borrower/Selling Securityholder identified above, from the date hereof until the closing of the applicable sale of securities or the termination of the agreement providing for the applicable extension of credit, as the case may be, to notify each of the financial institutions involved in such transaction of any change in the information provided herein that would result in a change to the list of beneficial owners identified in paragraph (c) or (d) of Section III above;
- (c) agree on behalf of the Issuer/Borrower/Selling Securityholder identified above, upon request by or on behalf of the financial institutions involved in the applicable sale of securities or extension of credit, to provide documentation supporting any applicable exclusion identified in Section II above; and
- (d) certify, to the best of my knowledge, that the information provided above is complete and correct.

Signature: _____ Date: _____

Legal Entity Identifier _____ (Optional)