

MEETING MINUTES

Attendees

Voting Members

- Ms. Nancy Willison, President
- Ms. Jenn Singletary, Treasurer
- Ms. Laura Black, Vice President

Others In Attendance:

- Kristy Gordon
 - Dawn Benke
 - Hannah Dorius
 - Janey Stoddard
 - Jonathan Seal
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1. Board Meeting Welcome and Roll Call

Nancy Willison called the meeting to order at 3:08PM.

2. Pledge of Allegiance

3. Public Comment

There was no public comment.

4. Consent Calendar

a. February 20, 2025 Board Meeting Minutes

I move to approve the February 20, 2025 Board Meeting Minutes.

Motion made by: Jenn Singletary

Motion seconded by: Nancy Willison

Voting:

Nancy Willison - Yes

Laura Black - Yes

Jenn Singletary - Yes

5. Reports

a. Administrative Report

Kristy Gordon will present the Administrative Report during the Board Business portion of the meeting.

b. Finance Report

Dawn Benke presented the Finance Report as of March 31, 2025. Expenses and net income are in line with expectations for this time of the year. Cash has increased significantly since this time last year. The board had no questions.

6. Board Business

a. Board Member Terms

I make a motion to approve Nancy Willison for a 5-year term ending June 30, 2030 and approve all board member positions as discussed.

Motion made by: Laura Black

Motion seconded by: Nancy Willison

Voting:

Nancy Willison - Yes

Laura Black - Yes

Jenn Singletary - Yes

b. Lease Approval

Kristy Gordon spoke about the Lease Approval. This lease will be up for board vote during the June Board Meeting. This item was tabled.

c. Building Renovation Approval

Security cameras will be installed with money from the School Safety Grant at the Lumen Scholar Institute Offices. The administration wants to improve visibility within the building.

I make a motion to approve the Building Renovation costs for \$25,000.

Motion made by: Nancy Willison

Motion seconded by: Jenn Singletary

Voting:

Nancy Willison - Yes

Laura Black - Yes

Jenn Singletary - Yes

d. ETS Contract

ETS is the IT management company that Lumen Scholar Institute has used in the past. A request for proposal process was conducted, and the Administration suggested awarding the RFP contract to ETS. They help the school with anything technology related.

I make a motion to award the RFP for IT Services to ETS.

Motion made by: Jenn Singletary

Motion seconded by: Laura Black

Voting:

Nancy Willison - Yes

Laura Black - Yes

Jenn Singletary - Yes

e. TSSA Plan 2025-2026

Kristy Gordon presented the TSSA Plan 2025-2026. Each year, the board has to weigh in and approve a TSSA Plan to receive the funds. The 2025-2026 plan is identical to the previous year's plan. Kristy believes that the math and reading goals in the plan are very important to the school and are viable goals. These funds are used to pay teacher salaries. Kristy Gordon and Dawn Benke explained the difference between the School LAND Trust Plan and the TSSA Plan.

I make a motion to approve the TSSA Plan 2025-2026.

Motion made by: Laura Black

Motion seconded by: Jenn Singletary

Voting:

Nancy Willison - Yes

Laura Black - Yes

Jenn Singletary - Yes

f. LEA Licenses

An additional LEA License is needed for Mark Forbes who will be teaching Business, Finance, and Marketing Essentials.

I make a motion to approve Mark Forbes for an LEA License.

Motion made by: Nancy Willison

Motion seconded by: Laura Black

Voting:

Nancy Willison - Yes

Laura Black - Yes

Jenn Singletary - Yes

g. Rescind Library Materials Policy

Janey Stoddard explained the rationale behind the recommendation to rescind the Library Materials Policy. Because of recent developments in state law, the Library Materials now falls under the Instructional Materials Policy and is now redundant.

I make a motion to rescind the Library Materials Policy.

Motion made by: Jenn Singletary

Motion seconded by: Nancy Willison

Voting:

Nancy Willison - Yes

Laura Black - Yes

Jenn Singletary - Yes

7. Calendaring

a. 2025-2026 Board Meeting Schedule

The board reviewed and agreed upon the 2025-2026 Board Meeting Schedule.

8. School LAND Trust Council

This item was tabled.

9. Adjourn

I make a motion to adjourn at 4:15pm.

Motion made by: Jenn Singletary

Motion seconded by: Nancy Willison

Voting:

Nancy Willison - Yes

Laura Black - Yes

Jenn Singletary – Yes

Minutes were approved on 06.17.2025