



Lakeview Academy Board of Trustees Meeting
June 24, 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: 7:06PM

IN PERSON ATTENDANCE: Alan Daniels, Tina Smith, Nicole Desmond, and Kassy Oveson, Lindsey Condie

ONLINE: Daniel Dunn (7:17), Rick Veasey, Ashley Hintze

ABSENT:

Community Members:

2) Pledge of Allegiance

The pledge was skipped due to the lack of a flag.

3) Board Business

a) Director's Report

Rick highlighted the end-of-the-school-year events. The end-of-year testing results will be shared in the August board meeting, with a delay in RISA test scores, which will be shared in the fall. The enrollment reports show great numbers for the next school year, with a few spots still open in kindergarten, second, and third grades. Total projected enrollment is 1,135 students.

Summer projects include remodeling bathrooms, the front office, and painting new pods for grades. The staffing update indicated no open teacher positions for the next school year, with finalization expected in late July.

Rick will send a notification to staff and families about back-to-school night this year.

Alan asked about the reports due at the end of the month, which include the bullying report, Fiscal Year 26 Assurances, and SHINE program. The SHINE program needs a policy written to recognize and award bonuses to teachers. Discussed choosing up to 3 categories to be eligible for the bonus given from the state, including secondary mathematics, science, and special education.

Tina asked a question about the availability of data for teachers to plan the next school year. Rick said that teachers have access to the Acadence scores and other reports to review during team meetings on orientation week. The early data dive results show that high-quality group instruction is more effective than other strategies.

Tina asked about small group instructions and if the teachers are using the data to make a platform. Rick said he would share the Early Learning Plan that was approved by the state. He will include it in the August board meeting with the Acadence results. He said that teachers will be working with Early Literacy so we can see the results over time and compare findings.

Tina asked about the IT requirements, such as single point access. Rick explained the changes to the school's front lobby doors. The South parking lot doors will stay locked throughout the day. Only the North set of glass doors will be available. Visitors will need to be buzzed in by the front office. The construction project includes changes to the parking lot and the installation of a camera system for better security.

Ashley asked about the SHINE program and teacher stipends if they change every year. Rick said it depends on how we write the policy.

Rick asked Nicole if the funding would remain the same. Nicole said the state would give us money and we decide how it is utilized. We can keep the stipend the same or increase the stipend every year. It would be limited to the areas that we choose.

b) Board Member Reports

Tina shared updates on board document organization. Tina and Lindsey have been working on expansion project stuff and mentioned a meeting with David Robertson.

Alan announced he is leaving the board after 16 years of service. He wants to leave before the end of September. The board discussed the need for new board members. The board plans to send an email out to parents about open board positions. The importance of strategic planning and training the new board members. Tina suggested that we include a role and responsibility for board applicants.

Lindsay asked about the minimum number for the board. The bylaws say no fewer than 3 and no more than 6 voting members.

- c) Committee Reports
 - i) Policy Committee

None

- ii) Expansion Committee

Lindsey provided an update on the expansion committee's role, shifting from design to project oversight and attending weekly OAC meetings. The committee submits monthly reports to the state and manages change orders as they arise, including inspections and testing.

Alan asked about Odyssey's role. Lindsey praised Odyssey for their role in managing the construction project and maintaining relationships with the city, contractors, and neighbors. The next meeting is planned for tomorrow afternoon on-site.

Rick said that the parking lot is about a week and a half behind schedule. Suggested we do a groundbreaking ceremony during back-to-school night, and will discuss it with the expansion committee.

- iii) Audit Committee

None

- d) April 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 Q3 report

Nicole presented the April financial and accounting reports, noting adjustments to prior periods and the impact on bond proceeds on interest income. The income statement shows the bond deposit.

Lindsay asked what we did to invest in it. Nicole said we put it in the treasure fund.

No further questions.

MOTION BY: Tina Smith moved to accept the April financial and accounting reports.

Yes Vote: Alan Daniels, Tina Smith, Lindsey Condie, Daniel Dunn, and Ashley Hintze.

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.

None

- 5) Public Hearing
 - a) FY25 Amended Budget

Nicole explained the changes in the 2025 revised budget, including adjustments to the bond, construction, repair, and maintenance of facilities. The repair and maintenance are paying for the remodels and painting the building. The benefit expense decreased. The budget for stipends has changed and the amounts have been adjusted. The salaries decrease from the original budget.

Nicole points out the large change in debt service fees due to the fees incurred during the bond process. She said that the income shows very high, but that it will be neutralized next year with the completed expansion. We have met the state budgetary requirements.

Tina asked about the finalized budget. Nicole said that the report was current as of that morning. It does not include expenses at the end of June such as a draw from Stout and remodeling completed before June 30th.

- b) FY26 Proposed Budget

Nicole presented the 2026 budget with conservative revenue estimates based on 1066 students and a 5% increase in salaries. Discussed refinancing the 2015 bond and cashing out 16 million. Benefits are estimated at an 18% increase; however actual is a 3% increase. Will adjust the budget when actual staff usage is known in September.

Lindsay asked if we budget that 100% staff benefit usage and then adjust to actual numbers. Nicole said she did not include current employees who have never used benefits before.

Nicole explained that the expense line shows an increase based on percentages. The repair and replacement increased in anticipation of replacing carpets next summer. There is a buffer in line 224 for equipment. We increase the employee motivation budget for staff for positively responding during a construction year. Computer and tech supplies went down because it was temporarily increased this year as part of the safety grant. (cameras and other safety equipment). The budget includes a 1:1 computer ratio for students.

Alans asked about line 38- other state revenue. Nicole explained the increase for flexible allocation when the state rolled discontinued program money into it.

Lindsey asked about line 29- the state liquor tax being different. Nicole explained that the state sets aside money for the school lunch program, but actual amounts are not given until August. This year, the payout should be larger than last year because the increments were not as large.

No further questions or public comment.

c) LVA Clubs & Athletics Fees & Spending Plan 2025-26

The budget shows no collection in middle school fees, which means if we charge fees, it will increase income on the proposed budget. The proposed fee will be broken into an activity fee and a classroom fee. We can also charge a fine arts fee. This is what we did in the past. Language needs to be added to include a free route to receive an arts credit for 9th graders.

Tina asked about the field trip fees. Rick said that those are option fees and are not needed for the graduation pathway.

Rick explained that we spend more money on our students than we collect. He suggests we have a \$100 middle school fee this year.

Rick suggests that the choir class be the free route for 9th-grade arts credit. There is no cap on students and it doesn't add expenses.

Tina said the \$100 sounded fair, but it should be re-evaluated at the end of next year to make adjustments as needed. The 9th grade camp is an additional expense as well as extracurricular field trips, because they are invitation-only and optional.

No public comment

6) Consent Agenda

- a) Minutes May 8, 2025
- b) Physician's Contract

MOTION BY: Lindsay Condie moved to approve the consent agenda.

Yes Vote: Alan Daniels, Tina Smith, Lindsey Condie, Daniel Dunn and Ashley Hintze.

No Vote: None

Abstain: None

MOTION PASSES

7) Action Items

- a) FY25 Amended Budget

No further comments from the board or the public.

MOTION BY: Alan Daniels moved to approve the Amended Budget

Yes Vote: Alan Daniels, Tina Smith, Lindsey Condie, Daniel Dunn, and Ashley Hintze.

No Vote: None

Abstain: None

MOTION PASSES

- b) FY26 Proposed Budget

Nicole wants to make sure the board approves the column with the construction in the FY26 budget.

MOTION BY: Ashley Hintze moved to approve the FY26 Proposed Budget to include the construction line.

Yes Vote: Alan Daniels, Tina Smith, Lindsey Condie, Daniel Dunn, and Ashley Hintze.

No Vote: None

Abstain: None

MOTION PASSES

- c) LVA Clubs, Athletics Fees & Spending Plan 2025-2026

MOTION BY: Lindsay Condie moved to approve the Clubs, Athletics Fees & Spend Plan for 2025-2026 with a \$100 middle school fee.

Yes Vote: Alan Daniels, Tina Smith, Lindsey Condie, Daniel Dunn, and Ashley Hintze.

No Vote: None

Abstain: None

MOTION PASSES

- d) Fraud Risk Assessment

Nicole completed the Fraud Risk Assessment with input from Alan Daniels and Daniel Dunn. It was noted that line 4 and 8 did not have checks. Nicole didn't know if the code of conduct form is the same as an ethical behavior form. The board signs a confidentiality statement and a conflict of interest statement annually. The board needs to look at policies on these things.

Daniel said we do not have an internal audit. This would include going over Journal entries periodically.

Tina asked if number 8 is something that we should require and implement. Daniel explained he doesn't think so based on the numbers of transactions that take place. There is no statute or requirement. Nicole does provide Daniel with Journal entries made quarterly for review. He approves it.. Even without the check mark on 4 and 8, we are still at low risk.

Tina asked about line 47- mitigating control (MC) for p-cards. Nicole explained that Kassy reconciles them and Nicole does a full general ledger review.

Alan asked when the assessment needed to be done. Nicole said it needs to be approved by June 30th and to the state by December. It doesn't have to be signed, but the board has to approve and accept it to be in compliance.

Nicole will add a completion date, and Daniel and Rick will need to sign it. Nicole will send it to the state.

MOTION BY: Alan Daneils moved to approve the Fraud Risk Assessment.

Yes Vote: Alan Daniels, Tina Smith, Lindsey Condie, Daniel Dunn and Ashley Hintze.

No Vote: None

Abstain: None

MOTION PASSES

- 8) Closed Session

None

MOTION BY: _____ MOVED TO ENTER A CLOSED SESSION PER UTAH CODE 52-4-205 TO DISCUSS LITIGATION MATTERS, ACQUISITIONS OF REAL PROPERTY OR AUTHORIZED PERSONNEL ISSUES.

- 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.

IN PERSON ATTENDANCE:

ONLINE ATTENDANCE:

INVITED GUEST:

BEGAN: NA

END TIME: NA

NO ACTION WAS TAKEN FROM THE CLOSED SESSION

- 9) Adjourn

MOTION BY: Tina Smith moved to adjourn.

END TIME: 8:50PM