

Lumen Scholar Institute
Insurance Coverage Comparison



	Wright Specialty	Wright Specialty	Wright Specialty	NOTES:
Coverage	2023	2024	2025	
LIABILITY COVERAGES				
Coverage Territory	Worldwide	Worldwide	Worldwide	
General Liability (GL)	Yes, separate limit	Yes, separate limit	Yes, separate limit	
Occurrence	1,000,000	1,000,000	1,000,000	
Aggregate	3,000,000	3,000,000	3,000,000	
Property Damage	1,000,000	1,000,000	1,000,000	
Counseling Professional Liability	1,000,000 / 3,000,000	1,000,000 / 3,000,000	1,000,000 / 3,000,000	
Employee Benefits Liability	1,000,000	1,000,000	1,000,000	1000 deductible
Incidental Malpractice Included	Yes	Yes	Yes	
Number of Students	444	476	460	
Number of Employees				
Sexual Abuse and Misconduct (SAM)	Yes, separate limit	Yes, separate limit	Yes, separate limit	
Each Occurrence	1,000,000	1,000,000	1,000,000	
Aggregate	3,000,000	3,000,000	3,000,000	
Alleged Participant Coverage	500,000 / 1,000,000	500,000 / 1,000,000	500,000 / 1,000,000	
Automobile Liability	Included	Included	Included	
Number of Owned Vehicles	1	3	3	500/500 Deductibles
Liability Limit	1,000,000	1,000,000	1,000,000	
Hired Physical Damage	75,000	75,000	75,000	
School Educator's Legal Liability	Yes, separate limit	Yes, separate limit	Yes, separate limit	
Each Claim	1,000,000	1,000,000	1,000,000	
Aggregate	3,000,000	3,000,000	3,000,000	
Defense Outside Limits	Yes, unlimited	Yes, unlimited	Yes, unlimited	
Directors & Officers as Insureds	Yes	Yes	Yes	
Deductible	5,000 Loss and Expenses	5,000 Loss and Expenses	5,000 Loss and Expenses	
Non-Monetary Relief Defense (Injunction)	100,000 + 5K ded	100,000 + 5K ded	100,000 + 5K ded	
Retroactive Date	1/1/15	1/1/15	1/1/15	
Directors & Officers Policy	Specifically within ELL policy	Specifically within ELL policy	Specifically within ELL policy	
Directors fully protected individually	Yes	Yes	Yes	
Excludes breach of fiduciary duty	No	No	No	
Each Claim and Aggregate	1,000,000	1,000,000	1,000,000	
Defense Outside Limits	Yes, unlimited	Yes, unlimited	Yes, unlimited	
Defesne for Fiduciary ERISA Liability	100,000	100,000	100,000	
Deductible	5,000 Loss and Expenses	5,000 Loss and Expenses	5,000 Loss and Expenses	
Supervision or management E&O	Included	Included	Included	
Employment Practices Liability	Included within ELL policy	Included within ELL policy	Included within ELL policy	
Each Claim and Aggregate	1,000,000	1,000,000	1,000,000	
Defense Outside Limits	Yes, unlimited	Yes, unlimited	Yes, unlimited	
Deductible	5,000 Loss and Expenses	5,000 Loss and Expenses	5,000 Loss and Expenses	
Wage and Hour (FSLA) Defense	(See above)	(See above)	(See above)	(To extent covered in Fiduciary ERISA Liability above)
Umbrella Liability Limit	1,000,000	1,000,000	1,000,000	
Underlying Coverages	GL, AL, ELL, EBL, SAM, D&O, EPL	GL, AL, ELL, EBL, SAM, D&O, EPL	GL, AL, ELL, EBL, SAM, D&O, EPL	
PROPERTY COVERAGES				
Building Coverage	1,788,041	1,895,323	2,009,043	
Business Personal Property	585,265	602,823	620,908	
Computer Equipment	Included	Included	Included	
Ordinance and Law	A=Incl, B&C=250,000	A=Incl, B&C=250,000	A=Incl, B&C=250,000	
Data Breach Coverage	No	No	No	
Emergency Event	300,000	300,000	300,000	
Employee Theft	100,000	100,000	100,000	1000 deductible
Computer and Funds Transfer Fraud	100,000	100,000	100,000	1000 deductible
Equipment Breakdown	Included	Included	Included	
Covers Outdoor School Equipment	Yes	Yes	Yes	
Business Income & Extra Expense	(BI/EE) 1,000,000	(BI/EE) 1,000,000	(BI/EE) 1,000,000	
Deductible	1,000	1,000	1,000	
Earthquake	Available	Available	Available	
Flood	Available	Available	Available	
PREMIUM				
Liability Premium	\$ 9,094.00	\$ 9,284.00	\$ 10,392.00	
Property Premium	\$ 4,790.00	\$ 4,473.00	\$ 4,977.00	
SUBTOTAL	\$ 13,884.00	\$ 13,757.00	\$ 15,369.00	
Umbrella Premium	\$ 2,190.00	\$ 2,111.00	\$ 2,408.00	
Automobile - Vehicles	\$ 2,693.00	\$ 6,079.00	\$ 6,109.00	
Earthquake/Flood Premium	\$ -	\$ -	\$ -	
Off-Premises Athletic, Musical Equipment	Included	Included	Included	
GRAND TOTAL	\$ 18,767.00	\$ 21,947.00	\$ 23,886.00	

This is just a summary of coverage for information purposes.

Response Summary:

Thank you for submitting an Early Learning Plan for your Local Education Agency (LEA).

This plan provides the Utah State Board of Education (USBE) with information regarding your LEA's early literacy and early mathematics curriculum, established goals, and the implementation of the four components of mathematics instruction as required by Utah State Code 53G-7-218, 53E-3-521, and Board Rule R277-406.

We appreciate your collaborative efforts between LEA literacy and mathematics leaders in the development of this plan.

Q2. LEA Name

LUMEN SCHOLAR INSTITUTE

Q3. LEA Literacy Leader First and Last Name(s)

Amy Hart

Q4. LEA Literacy Leader Email Address(es)

ahart@lumenscholar.org

Q5. LEA Mathematics Leader First and Last Name(s)

Amy Hart

Q6. LEA Mathematics Leader Email Address(es)

ahart@lumenscholar.org

Q7. Please list your LEA Superintendency/Leadership that should be included in goal outcome communications.

Please include their first and last name(s), title(s), and email address(es).

Amy Hart, Principal K-8 ahart@lumenscholar.org

Kristy Gordon, CAO K-12 kgordon@lumenscholar.org

Q9. Select your evidence-informed core curriculum program(s) for grades K-3 literacy along with the year published or edition.

***Evidence-Informed Curriculum(s) (defined in SB 127 as: (i) is developed using high-quality research outside of a controlled setting in the given field, and (ii) includes strategies and activities with a strong scientific basis for use)**

[SB 127 \(2022\) Early Literacy Outcomes Improvement](#)

More than one box may be selected.

- CKLA (Amplify Core Knowledge Language Arts) 2nd Ed.

Q10. Select your evidence-based intervention program(s)/strategies for grades K-3 literacy along with the year published or edition.

****Evidence-based is defined in SB 127 as: means that a strategy demonstrates a statistically significant effect, of at least a 0.40 effect size, on improving student outcomes based on: (i) strong evidence from at least one well-designed and well-implemented experimental study or (ii) moderate evidence from at least one well-designed and well-implemented quasi-experimental study.***

[SB 127 \(2022\) Early Literacy Outcome Improvement](#)

For example: 95% Phonics Lesson Library 1st Edition, Read 180 Reading 2022, etc.

***Software programs are not considered eligible intervention curriculum for tier 2 and tier 3 instruction.**

You are able to select more than one.

- Other (Please add your evidence-based instructional materials below.):
CKLA Intervention

Q11. List the evidence-informed core curriculum being used in tier 1 K-3 mathematics instruction.

For example: Eureka Math Squared, iReady Classroom Mathematics 2024, etc.
Amplify Desmos Math

Q12. List the evidence-informed intervention programs/strategies used for grades K-3 mathematics interventions.

For example: Building Fact Fluency Kits, Kickstart Number Sense for Targeted Math Interventions, Bridges Interventions, etc.

***Software programs are not considered eligible intervention curriculum for tier 2 and tier 3 instruction.**
Amplify Desmos Math Intervention

Describe how the following mathematical components are incorporated in tier 1 instruction in grades K-3.

Support Document: [Components of Early Mathematics Resources](#)

Q32. Conceptual Understanding: the comprehension and connection of concepts, operations, and relations.

For example: Incorporate evidence based strategies like implementing mathematical tasks that promote reasoning and problem solving, facilitating meaningful mathematical discourse, engaging students in number talks

Teachers will use the Amplify Desmos Math curriculum to promote reasoning and problem solving, facilitate meaningful mathematical discourse, comprehensive mathematics instruction and allow for application of concepts.

Q33.

Procedural Fluency: the meaningful, flexible, accurate, and efficient use of procedures to solve problems.

For example: Implement fluency building components of evidence-based mathematics curricular programs (e.g. Building Fact Fluency Kits), Implement evidence-based fluency strategies that promote meaningful, flexible, accurate, and efficient procedures. (e.g. build procedural fluency from conceptual understanding, games that promote fluency, number talks)

The use of regular timed testing will NOT be approved as research shows it is ineffective and damaging.

Teachers will implement evidence-based fluency strategies that are available in the curriculum. The use of their adaptive learning program will also be used to help our students develop procedural fluency. Data collected from these programs will be used to differentiate instruction to improve procedural fluency in all mathematical concepts.

Q34. Strategic and Adaptive Mathematics Thinking: the ability to formulate, represent, and solve mathematical problems with the capacity to justify the logic used to arrive at the solution.

For example: Implement evidence-based strategies including engaging students in the Standards for Mathematical Practice in the Utah Core Mathematics Standards, engaging in rigorous mathematical tasks.

Teachers will help students develop strategic and adaptive mathematical thinking while participating in the Amplify Desmos math curriculum. This is an evidence based curriculum that requires a high level of cognitive demand and follows the Utah Core State Standards.

Q35. Productive Disposition: the attitude of a student who sees mathematics as useful and worthwhile while exercising a steady effort to learn mathematics.

For example: Implement evidence-based strategies including goal setting, supporting positive mathematical experiences, promoting positive mathematical mindsets.

Each student will be able to track their progress and see their growth using the digital software and curriculum.

Teachers will use the evidence-based strategies of mindset, goal setting, positive mathematical experiences and positive reinforcement to help students connect their math with useful purpose in daily life.

Q8. The state growth goal requires 60% of first through third grade students to make typical, above typical, or well above typical growth from beginning of year to the end of the year as measured by Pathways of Progress on the Acadience Math assessment.

Per [53G-7-218](#) and [R277-406](#), an LEA that fails to meet the State Growth Goal in Math MUST participate in the USBE Math System of Support.

- We understand the expectation for meeting the State Growth Goal for math and agree to participate in the USBE Math System of Support if our LEA fails to meet the goal as outlined above.

Your LEA is responsible for creating two goals that are specific to your LEA, measurable, address current performance gaps in students' mathematics proficiency based on data, and include specific strategies for improving outcomes. (53G-7-218)

Please answer the questions below to generate your goal.

Q14. Goal 1:

What is your LEAs last day of school?

May 19, 2026

Q16. What grade level will this goal focus on?

- Third Grade

Q19. What Acadience Math measure will your goal focus on? (e.g. composite, NNF, computation)

Acadience Math Composite Score

Q21. What is the target increase in the percentage of students scoring at or above benchmark from the beginning of the school year to the end of the school year?

- 1%-3%

Q22. How will you achieve this goal? What evidence-based strategies will you implement?

Students will participate in the Amplify Desmos Math curriculum to develop skills and strategies to increase their math computation skills and their concept knowledge.

Your LEA is responsible for creating two goals that are specific to your LEA, measurable, address current performance gaps in students' mathematics proficiency based on data, and include specific strategies for improving outcomes. (53G-7-218)

Please answer the questions below to generate your goal.

Q2. Goal 2:

What is your LEAs last day of school?

May 19, 2025

Q3. What grade level will this goal focus on?

- Second Grade

Q4. What Acadience Math measure will your goal focus on? (e.g. composite, NNF, computation)

Acadience Math Composite Score

Q5. What is the target increase in the percentage of students scoring at or above benchmark from the beginning of the school year to the end of the school year?

- 1%-3%

Q6. How will you achieve this goal? What evidence-based strategies will you implement?

Students will participate in the Amplify Desmos Math curriculum to develop skills and strategies to increase their math computation skills and their concept knowledge.

Q31. The LEA assures that it is in compliance with State Code [53E-4-307.5](#), [53G-7-218](#), [53E-3-521](#) and Utah Board Rule [R277-406](#) applicable to this program.

- Agree

Q32. The LEA has adopted high quality literacy instructional materials and intervention programs aligned with the effective research regarding the science of reading and the LEA's reading strategies meet the criteria in Section [53G-11-303](#).

- Agree

Q33. Our LEA assures that we will complete and submit the Goal Attainment Survey by July 15, 2026.

- Agree

Q39. Our LEA assures that we will present the outcomes of our Early Learning Plan and attainment of our goals to our school board in an open and public meeting as required in [R277-406](#).

- Agree

Embedded Data:

N/A

SY25-26 LEA-S(pecific) Requests

Effective 8/2021, the following

					Is this a RENEWAL Request from SY25- 26? (Y/N)
LEA (District or Charter) Name	Date LEA's Board Met	CACTUS ID	Last Name	First Name	
<i>Granite SD</i>	<i>1/5/2021</i>	<i>999999</i>	<i>Example</i>	<i>Educator</i>	<i>N</i>
Lumen Scholar Institute	9/18/2025	821998	Oh	Jeounghoon	N

ing are NOT allowed for LEA-S: Audiologist, Deaf Education, Preschool

License	Endorsement		
Area 1	1	Endorsement 2	Endorsement 3

Secondary Math Level 3 Chemistry

Secondary English Language Arts

Special Ed., School Psychologist, School Social Worker, Special Ed (K-12), Speech Language Pathologist, Special

Rational/Motions	Has LEA Specific			
	Is Educator's Assignment in CACTUS? (Y/N)	tab in CACTUS been completed? (Y/N)	Does Educator Have a current BACKGROUND check? (Y/N)	Does Educator Have a current ETHICS check? (Y/N)
<i>Educator is enrolling in EPP Fall 2021</i>	<i>Y</i>	<i>Y</i>	<i>Y</i>	<i>Y</i>
Looking into options to obtain the license and endorsement.	Y	N	N	Y

ech Language Therapist

Pedagogical Modules Completed and certificate received? (Y/N)	LEA Application Received? (Y/N)	CPR Cert # PE ONLY
Y	Y	N/A
N	N	N/A

Lumen Scholar Institute

Statement of Activities

Created on September 10, 2025
For Prior Month

	Annual June 30, 2026 Budget	Year-to-Date August 31, 2025 Actual	% of Budget
Net Income			
Income			
Revenue From Local Sources	60,000	21,512	35.9 %
Revenue From State Sources	5,595,166	1,021,110	18.2 %
Revenue From Federal Sources	95,867	0	0.0 %
Total Income	5,751,033	1,042,622	18.1 %
Expenses			
Instruction/Salaries	3,474,078	192,426	5.5 %
Employee Benefits	565,670	26,281	4.6 %
Purchased Prof & Tech Serv	454,466	40,380	8.9 %
Purchased Property Services	75,547	14,846	19.7 %
Other Purchased Services	188,126	14,625	7.8 %
Supplies & Materials	614,573	72,560	11.8 %
Property	72,650	0	0.0 %
Debt Services & Miscellaneous	150,978	115	0.1 %
Total Expenses	5,596,088	361,233	6.5 %
Total Net Income	154,945	681,389	439.8 %

Lumen Scholar Institute
Statement of Financial Position
Created on September 10, 2025
For Prior Month

	Period Ending 08/31/2025 <small>Actual</small>	Period Ending 08/31/2024 <small>Actual</small>
Assets & Other Debits		
Current Assets		
Operating Cash	3,839,406	2,798,412
Accounts Receivables	41	178,826
Total Current Assets	<u>3,839,447</u>	<u>2,977,238</u>
Net Assets		
Fixed Assets	969,851	941,307
Depreciation	(622,794)	(439,286)
Total Net Assets	<u>347,057</u>	<u>502,021</u>
Total Assets & Other Debits	<u>4,186,504</u>	<u>3,479,259</u>
Liabilities & Fund Equity		
Current Liabilities	22,424	59,002
Long-Term Liabilities	22,645	154,145
Fund Balance	3,460,046	2,684,285
Net Income	681,389	581,827
Total Liabilities & Fund Equity	<u>4,186,504</u>	<u>3,479,259</u>



September 18, 2025

Dear Superintendent,

The Lumen Scholar Institute School Board approved LEA-Specific educator license(s) to **one** (1) individual in a public meeting held on **September 18, 2025**. The license areas, and endorsements shall be valid for three (3) academic years as indicated on the attached spreadsheet which contains the associated educator information and rationale for the request. All LEA-Specific licenses will expire on June 30th of the final academic year approved.

Lumen Scholar Institute Board of Directors' following assurances:

- The LEA has adopted a policy, in accordance with [R277-301-7](#), to prepare and support educators with an LEA-Specific license. This policy is posted online at [Lumen LEA-Specific Educator License Policy](#).
- The educator has completed a criminal background check in accordance with Rule R277-214 and continued monitoring in accordance with Subsection 53G-11-403(1).
- The LEA will provide requisite training (educator ethics, classroom management/instruction, special education law/instruction, & Utah Effective Teaching Standards) within the 1st year of employment.
- The educators will complete the USBE Ethics Review within one (1) calendar year prior to being issued the license.
- The LEA will post all educator data, including assignments, in CACTUS no later than sixty (60) days following the date of the public governing board meeting approving the license area(s) and/or endorsement(s).
- Each LEA school employing an individual with an LEA-Specific license will prominently post the following on the school's website:
 - Disclosure that the school employs individuals holding an LEA-Specific educator license, license areas, and/or endorsements.
 - An explanation of the types of educator licenses issued by USBE (Professional, Associate, LEA-Specific): "The following **designations or levels** apply to educator licenses, license areas (i.e.- elementary, secondary, special education), and content endorsements (i.e.- mathematics, music, Spanish, social studies):
 - **Professional:** The educator has completed an educator preparation program that includes content and pedagogical knowledge. This program may have been completed at a university or in an alternate pathway that was supported by school districts/charters and the Utah State Board of Education.



- **Associate:** The educator is currently completing an educator preparation program but has not yet completed all requirements for a Professional Educator License, license area, or endorsement. The educator is enrolled in a university-based or Local Education Agency (LEA)-based program. When the educator completes the program, they will have a professional level.
- **LEA-Specific:** The educator has not completed an educator preparation and is not currently enrolled in one.”
 - Percentage (based on FTE) of types of licenses, license areas, and endorsements held by educators employed in the school.
 - A link to the [Utah Educator Look-up Tool](#).

The **Lumen Scholar Institute School Board of Directors** additionally acknowledges that LEA-Specific educator licenses, license areas, or endorsements may be renewed by the Utah State Board of Education (USBE). These renewals will be approved or denied on a case-by-case basis.

Sincerely,

Nancy Willison
LEA Governing Body Chairperson

Director's Monthly Report - September 18, 2025

Kristy Gordon

1. Executive Summary

USBE Prenotification Letter for CSI Exit - The school received a prenotification letter that we may be exiting Comprehensive Support and Improvement (CSI) - Low Graduation Rate. Once all data is finalized, the state will update the school's accountability report in December/January.

- [Prenotification Letter](#)
- Class of 2025 Graduation Rate - 89.66%
- The current number of 12th graders missing one or more credits and at risk of not graduating is 11. All students are scheduled to work with the credit recovery team this year.

USBE Special Education Monitoring Visit - The state will conduct a Special Education (SPED) monitoring visit on October 23, 2025. Mandy Kartchner, Lumen's new contracted SPED Director, will lead this visit. During the visit, the state will inspect student records, interview parents and principals, and observe our SPED teachers during online classes.

2. Enrollment & Advertising

Student Enrollment - Current enrollment stands at 456 students. At this time, we do not anticipate opening additional seats for the remainder of the school year. This decision is guided by enrollment data, which consistently shows that students who enroll mid-year are significantly less likely to continue enrollment into the following school year. Historically, mid-year retention rates fall well below those of students who begin with us at the start of the year, making additional enrollments an inefficient investment of school resources.

In addition, mid-year enrollments present challenges at the classroom level. Teachers must redirect time and attention to train new students on technology platforms, learning routines, and classroom expectations. While necessary, this onboarding process disrupts the flow of instruction and reduces time spent teaching and supporting existing students.

By limiting enrollment to the start of the academic year, we can better support teacher effectiveness, maintain instructional continuity, and focus our recruitment strategies on families most likely to remain with us long-term.

	K	1ST	2ND	3RD	4TH	5TH	6TH	7TH	8TH	9TH	10TH	11TH	12TH	TOTAL
Enrolled	19	20	17	22	21	32	37	49	52	56	34	45	52	456

Website Refresh - As part of our efforts to attract and retain students, we are preparing to update our school website with a refreshed design. Best practices in digital communication

recommend refreshing a website every few years to ensure it remains modern, user-friendly, and aligned with current branding. Our website was updated three years ago, so a refresh is needed.

Advertising - Over the past several years, the school has partnered with contracted firms to strengthen our digital presence through Search Engine Optimization (SEO) and expanded advertising on social media platforms. We are now in the process of reviewing these agreements to evaluate their effectiveness and alignment with our enrollment goals. This review will guide our next strategic steps in marketing Lumen to prospective students and families, ensuring that our resources are invested in approaches that deliver measurable results and support long-term growth.

3. Academics

Reading Intervention Program, 6th-12th Grade - This year, a part-time reading interventionist was assigned to support secondary students. In early September, the intervention team administered a reading screener to all secondary students. Those who scored below the expected reading level are now undergoing additional evaluations, and students identified with ongoing needs will receive targeted reading intervention services.

4. Facility

We are working on space planning the current building and will provide updates as we make progress with those plans.

Reporting of Suspected Child Abuse and Neglect

Original Adopted Date: 09/26/2019 | **Revised Date:** 09/18/2025 | **Last Reviewed Date:** 09/18/2025

Policy

1. The Board of Trustees is committed to the safety of its students and will follow state mandates regarding reporting and handling of child abuse and neglect as outlined in Utah Code § 80-2-602, Utah Code § 53E-6-701, and Administrative Code Rule R277-401.
2. Utah law requires the reporting by any school employee or volunteer who has reason to believe a child has been abused or neglected. Such reports shall be made to the Division of Child and Family Services or to the nearest peace officer or law enforcement agency.
3. Utah law further requires that whenever any school employee or volunteer has reasonable cause to believe that a student may have been physically or sexually abused by a school employee or volunteer, that person shall immediately report that belief and all other relevant information to school administration or the Utah State Board of Education. If a school administrator receives such a report, or if a school administrator otherwise has his/her own reasonable cause to believe that a student may have been physically or sexually abused by a school employee or volunteer, the school administrator shall immediately report that information to the Utah State Board of Education.
4. To implement this law, the Board authorizes school administration to develop administrative regulations for school employees and volunteers to comply with and carry out the requirements of the law.

Reporting of Suspected Child Abuse and Neglect

Original Adopted Date: 09/26/2019 | [Revised Date: 09/18/2025](#) | Last Reviewed Date: 09/~~18~~/2025

Policy

1. The Board of Trustees is committed to the safety of its students and will follow state mandates regarding reporting and handling of [child abuse and neglect](#) as outlined in Utah [Code § 80-2-602](#), [Utah Code § 53E-6-701](#), and [Administrative Code Rule R277-401](#).

2. Utah law requires the reporting by any school employee [or volunteer](#) who has reason to believe a child has been abused or neglected. [Such reports shall be made to the Division of Child and Family Services or to the nearest peace officer or law enforcement agency.](#)

[3. Utah law further requires that whenever any school employee or volunteer has reasonable cause to believe that a student may have been physically or sexually abused by a school employee or volunteer, that person shall immediately report that belief and all other relevant information to school administration or the Utah State Board of Education. If a school administrator receives such a report, or if a school administrator otherwise has his/her own reasonable cause to believe that a student may have been physically or sexually abused by a school employee or volunteer, the school administrator shall immediately report that information to the Utah State Board of Education.](#)

[4. To implement this law, the Board authorizes school administration to develop administrative regulations for school employees \[and volunteers\]\(#\) to comply with and carry out the requirements of the law.](#)

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Technology and Network Protection and Internet Safety

Original Adopted Date: 08/11/2015 | **Revised Date:** 09/18/2025 | **Last Reviewed and Revised Date:** 09/18/2025

Policy

Lumen Scholar Institute's Board of Trustees recognizes that students need to be proficient users of information, media, and technology to succeed in a digital world. Therefore, Lumen will use electronic resources as a powerful and compelling means for students to learn core subjects and applied skills in relevant and rigorous ways. It is Lumen's goal to provide students with rich and ample opportunities to use technology for important purposes in school just as individuals in workplaces and other real-life settings. Lumen technology will enable educators and students to communicate, learn, share, collaborate and create, to think and solve problems, to manage their work, and to take ownership of their education.

Internet safety is a priority at Lumen. As a result, Lumen will use reasonable efforts to (1) prevent user access over its computer network to inappropriate material via the Internet, e-mail, or other forms of direct electronic communications; (2) prevent unauthorized access and other unlawful online activity; (3) prevent unauthorized online disclosure, use, or dissemination of personal identification information of minors; and (4) comply with the Children's Internet Protection Act.

The Board of Trustees delegates responsibility to the Chief Administrative Officer to create strong electronic educational systems that support innovative teaching and learning; to provide appropriate staff development opportunities that promote appropriate, responsible, and safe technology, network, and Internet use; and to develop procedures to support this policy.

Legal References: 18 USC §§ 2510-2522, Electronic Communication Privacy Act; 47 USC § 254, Children's Internet Protection Act .

1. Electronic Resources: Procedure:

These procedures are written to support the electronic resources of the school and to promote positive and effective digital citizenship among students and staff. Successful, technologically fluent digital citizens live safely and civilly in an increasingly digital world. They recognize that information posted on the Internet is public and permanent and can have a long-term impact on an individual's life and career. Expectations for student and staff behavior online are no different than face-to-face interactions.

2. Network:

Lumen's network includes wired and wireless computers and peripheral equipment, files and storage, e-mail and Internet content (blogs, websites, web mail, groups, wikis, etc.). Lumen reserves the right to prioritize the use of, and access to, the network. All use of the network must support education and research and be consistent with the mission of Lumen.

- a. Acceptable network use by Lumen students and staff includes but is not limited to:

- i. Creation of files, projects, videos, web pages and podcasts using network resources in support of educational research;

- ii. Participation in blogs, wikis, bulletin boards, social networking sites and groups and the creation of content for podcasts, e-mail and web pages that support educational research;
 - iii. With parental permission, the online publication of original educational material, curriculum related materials and student work. Sources outside the classroom or school must be cited appropriately;
 - iv. Staff use of the network for incidental personal use in accordance with all Lumen policies and guidelines; and
 - v. Connection of any personal computer or electronic device is subject to all guidelines in this document.
 - b. Unacceptable network use by Lumen students and staff includes but is not limited to:
 - i. Personal gain, commercial solicitation and compensation of any kind;
 - ii. Liability or cost incurred by Lumen;
 - iii. Downloading, installation and use of games, audio files video files or other applications (including shareware or freeware) without permission or approval from the Director or his/her designee;
 - iv. Support or opposition for ballot measures, candidates and any other political activity;
 - v. Hacking, cracking, vandalizing, the introduction of viruses, worms, Trojan horses, time bombs and changes to hardware, software, and monitoring tools;
 - vi. Unauthorized access to other Lumen computers, networks and information systems;
 - vii. Cyberbullying, hate mail, defamation, harassment of any kind, discriminatory jokes and remarks;
 - viii. Information posted, sent or stored online that could endanger others (e.g., bomb construction, drug manufacture);
 - ix. Accessing, uploading, downloading, storage and distribution of obscene, pornographic or sexually explicit material; and
 - x. Attaching unauthorized equipment to Lumen network. Any such equipment will be confiscated and destroyed.
 - c. Lumen will not be responsible for any damages suffered by any user, including but not limited to, loss of data resulting from delays, non-deliveries, mis-deliveries or service interruptions caused by its own negligence or any other errors or omissions. Lumen will not be responsible for unauthorized financial obligations resulting from the use of, or access to, Lumen computer network or the Internet.
3. Internet Safety: Personal Information and Inappropriate Content:
- a. Students and staff should not reveal personal information, including a home address and phone number, on websites, blogs, podcasts, videos, wikis, e-mail, social media, instant messaging, chat rooms or as content on any other electronic medium;
 - b. Students and staff should not reveal personal information about another individual on any electronic medium;
 - c. No student pictures or names can be published on any class or Lumen website unless the appropriate permission has been verified; and
 - d. If students encounter dangerous or inappropriate information or messages, they should notify the appropriate school authority.
4. Filtering and Monitoring:
- Filtering appliances are used to block or filter Internet access to visual depictions that are obscene, are child pornography, or are harmful to minors in accordance with the Children's

Internet Protection Act (CIPA). Filtering software is not 100% effective. While filters make it more difficult for objectionable material to be received or accessed, filters are not a solution in themselves. Every user must take responsibility for his or her use of the network and Internet and avoid objectionable sites:

- a. Any attempts to defeat or bypass Lumen Internet filter or conceal Internet activity are prohibited, such as proxies, https, special ports, modifications to Lumen browser settings and any other techniques designed to evade filtering or enable the publication of inappropriate content;
 - b. E-mail inconsistent with the educational and research mission of Lumen will be considered SPAM and blocked from entering Lumen e-mail boxes;
 - c. Parents/Guardians must provide supervision of Internet use. The first line of defense in controlling access by minors to inappropriate material on the Internet is deliberate and consistent monitoring of student access to Lumen computers;
 - d. Staff members who supervise students, control electronic equipment, or have occasion to observe student use of said equipment online, must make a reasonable effort to monitor the use of this equipment to assure that student use conforms to the mission and goals of Lumen; and
 - e. Staff must make a reasonable effort to become familiar with the Internet and to effectively monitor, instruct and assist students with respect to their use of the Internet.
5. Educating:
 - a. Lumen staff must regularly educate its students about appropriate online behavior, including interacting with other individuals on social networking websites and in chat rooms and cyberbullying awareness and response.
6. Copyright:
 - a. Downloading, copying, duplicating and distributing software, music, sound files, movies, images or other copyrighted materials without the specific written permission of the copyright owner is generally prohibited. However, the duplication and distribution of materials for educational purposes are permitted when such duplication and distribution fall within the Fair Use Doctrine of the United States Copyright Law (Title 17, USC) and content is cited appropriately. All student work is copyrighted. Permission to publish any student work requires permission from the parent or guardian.
7. Network Security and Privacy:
 - a. System logins and accounts are to be used only by the authorized owner of the account, for authorized Lumen purposes. Students and staff are responsible for all activity on their account and must not share their account password; and
 - b. Administration shall ensure that school faculty, staff, and students are trained in proper network security procedures, including the protection of passwords and the prohibition of the use of another user's network account.
8. Student Data is Confidential:
 - a. Lumen staff must maintain the confidentiality of student data in accordance with the Family Educational Rights and Privacy Act (FERPA), Chapter 9 of Title 53E of the Utah Code, and Utah Administrative Code Rule R277-487.
9. No Expectation of Privacy:
 - a. Lumen provides the network system, e-mail and Internet access as a tool for education and research in support of Lumen's mission. Lumen reserves the right to monitor, inspect, copy, review and store, without prior notice, information about the content and usage of:
 - i. The network;

- ii. User files and disk space utilization;
- iii. User applications and bandwidth utilization;
- iv. User document files, folders and electronic communications;
- v. E-mail;
- vi. Internet access; and
- vii. Any and all information transmitted or received in connection with network and e-mail use.

* No student or staff user should have any expectation of privacy when using Lumen's network. Lumen reserves the right to disclose any electronic message to law enforcement officials or third parties to the extent permitted by law. Documents may be subject to the public records disclosure laws of the State of Utah.

10. Archive and Backup:

- a. Regular backup shall be made of all Lumen materials (including e-mail correspondence) for purposes of public disclosure and disaster recovery.

11. Disciplinary Action:

- a. All users of Lumen electronic resources are required to comply with Lumen policy and procedures and to agree to abide by the provisions set forth in Lumen's Computing Device Policy and Agreement. Violation of any of the conditions of use explained in this or any other policy related to Electronic Resources may be cause for disciplinary action, up to and including suspension or expulsion from school and suspension or revocation of network and computer access privileges for students, and up to and including termination of employment for employees.

12. Use of Personal Electronic Devices:

- a. Consistent with Utah Code § 53G-7-227, students may use personal electronic devices during class time and during school-sponsored activities:
 - i. To respond to an imminent threat to the health or safety of an individual;
 - ii. To respond to a school-wide emergency;
 - iii. To use the SafeUT Crisis Line;
 - iv. For their IEP or Section 504 accommodation plan; or
 - v. To address a medical necessity.

Technology and Network Protection and Internet Safety

Original Adopted Date: 08/11/2015 | Revised Date: 09/18/2025 | Last Reviewed and Revised Date: 09/18/2025

Policy

Lumen Scholar Institute's Board of Trustees recognizes that students need to be proficient users of information, media, and technology to succeed in a digital world. Therefore, Lumen will use electronic resources as a powerful and compelling means for students to learn core subjects and applied skills in relevant and rigorous ways. It is Lumen's goal to provide students with rich and ample opportunities to use technology for important purposes in school just as individuals in workplaces and other real-life settings. Lumen technology will enable educators and students to communicate, learn, share, collaborate and create, to think and solve problems, to manage their work, and to take ownership of their education.

Internet safety is a priority at Lumen. As a result, Lumen will use reasonable efforts to (1) prevent user access over its computer network to inappropriate material via the Internet, e-mail, or other forms of direct electronic communications; (2) prevent unauthorized access and other unlawful online activity; (3) prevent unauthorized online disclosure, use, or dissemination of personal identification information of minors; and (4) comply with the Children's Internet Protection Act.

The Board of Trustees delegates responsibility to the Chief Administrative Officer to create strong electronic educational systems that support innovative teaching and learning; to provide appropriate staff development opportunities that promote appropriate, responsible, and safe technology, network, and Internet use; and to develop procedures to support this policy.

Legal References: 18 USC §§ 2510-2522, Electronic Communication Privacy Act; 47 USC § 254, Children's Internet Protection Act .

1. Electronic Resources: Procedure:

These procedures are written to support the electronic resources of the school and to promote positive and effective digital citizenship among students and staff. Successful, technologically fluent digital citizens live safely and civilly in an increasingly digital world. They recognize that information posted on the Internet is public and permanent and can have a long-term impact on an individual's life and career. Expectations for student and staff behavior online are no different than face-to-face interactions.

2. Network:

Lumen's network includes wired and wireless computers and peripheral equipment, files and storage, e-mail and Internet content (blogs, websites, web mail, groups, wikis, etc.). Lumen reserves the right to prioritize the use of, and access to, the network. All use of the network must support education and research and be consistent with the mission of Lumen.

- a. Acceptable network use by Lumen students and staff includes but is not limited to:
 - i. Creation of files, projects, videos, web pages and podcasts using network resources in support of educational research;

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- ii. Participation in blogs, wikis, bulletin boards, social networking sites and groups and the creation of content for podcasts, e-mail and web pages that support educational research;
 - iii. With parental permission, the online publication of original educational material, curriculum related materials and student work. Sources outside the classroom or school must be cited appropriately;
 - iv. Staff use of the network for incidental personal use in accordance with all Lumen policies and guidelines; and
 - v. Connection of any personal computer or electronic device is subject to all guidelines in this document.
 - b. Unacceptable network use by Lumen students and staff includes but is not limited to:
 - i. Personal gain, commercial solicitation and compensation of any kind;
 - ii. Liability or cost incurred by Lumen;
 - iii. Downloading, installation and use of games, audio files video files or other applications (including shareware or freeware) without permission or approval from the Director or his/her designee;
 - iv. Support or opposition for ballot measures, candidates and any other political activity;
 - v. Hacking, cracking, vandalizing, the introduction of viruses, worms, Trojan horses, time bombs and changes to hardware, software, and monitoring tools;
 - vi. Unauthorized access to other Lumen computers, networks and information systems;
 - vii. Cyberbullying, hate mail, defamation, harassment of any kind, discriminatory jokes and remarks;
 - viii. Information posted, sent or stored online that could endanger others (e.g., bomb construction, drug manufacture);
 - ix. Accessing, uploading, downloading, storage and distribution of obscene, pornographic or sexually explicit material; and
 - x. Attaching unauthorized equipment to Lumen network. Any such equipment will be confiscated and destroyed.
 - c. Lumen will not be responsible for any damages suffered by any user, including but not limited to, loss of data resulting from delays, non-deliveries, mis-deliveries or service interruptions caused by its own negligence or any other errors or omissions. Lumen will not be responsible for unauthorized financial obligations resulting from the use of, or access to, Lumen computer network or the Internet.
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