



Lakeview Academy Board of Trustees Meeting

January 8, 2026 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 Trustees 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) Professional Development
 - a) Board Retreat Date
 - b) LEA: updates to R277-123 (Nicole emailed 12/9/25)
- 4) Reports
 - a) Director's Report
 - b) Board Member's Reports
 - i) CAP report and assignments
 - c) Board Committee Reports
 - i) Policy Committee
 - ii) Expansion Committee
 - (1) Naming in stewardship update
 - iii) Financial Audit Committee
 - d) October & November Financial & Accounting Reports
 - i) Financial Scoreboard
 - ii) Monthly Financial Metrics
 - iii) Balance Sheet Report
 - iv) Income Statement Report
 - v) Check Register Report
 - vi) P-Card Purchase 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 November 13, 2025
 - b) MTI Contract for spring play
 - c) Criminal Background Check update
 - 6) Action Items
 - a) Firearm Safety Curriculum

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

Dear LEA Leaders,

*At the request of the Utah State Board of Education, **please confirm that you have received this email** regarding updates to R277-123 by adding your name and LEA name to the document linked here: [Email Receipt Confirmation List](#)

The information below should be shared with all local governing board members and other relevant staff who are responsible for compliance with the law to facilitate student success.

What: On September 23, 2025, LEA Leaders received an email indicating that the state Board approved significant updates to *R277-123 Process for Members of the Public to Report Violations of Statute and Board Rule*. The updates became effective on **August 7, 2025**, and the USBE Internal Audit Department implemented new processes to ensure its compliance with the Rule in September 2025.

Rule Subsections

The subsections of the rule are listed below, and we strongly recommend LEA leaders review the rule in its entirety though two very significant subsections are emphasized in color below.

- R277-123-3. Reports or Allegations of Misconduct to the Public Education Hotline Against Individual [state] Board Members.
- **R277-123-4. Hotline Complaints: Internal Audit Responsibilities.**
- R277-123-5. Alleged Violations of Prohibited Discriminatory Submissions, Trainings, and Practices.
- R277-123-6. IAD Reports to [state] Board Members.
- **R277-123-7. Reports of Alleged Violations to a Local Education Hotline and Referrals to LEAs -- LEA Responsibilities.**
 - The USBE Internal Audit Department is required to send a Notice of Noncompliance (see R277-123-4(10)) to various individuals if LEAs are not compliant with this Subsection.
 - In general, compliance includes a readily accessible link to a hotline (local or state), a policy, investigating in accordance with due process and LEA policy, responding in accordance with timelines outlined in the rule, etc.
 - Notices of Noncompliance are generally sent on a bi-weekly basis.
 - A Notice of Noncompliance is not a corrective action plan, but it may lead to a corrective action plan (see R277-114), which is the purview of the USBE Superintendency.
- R277-123-8. Superintendent Consultations Under this Rule.
- R277-123-9. Resubmitted Alleged Violations of Statute or Board Rule.
- R277-123-10. Board Review of Appeals on LEA Sensitive Materials Decisions.

USBE Public Education Hotline - LEA Training Info

- Training Materials - it's all at this link:
<https://www.schools.utah.gov/internalaudit/index#Trainings>, but individual documents are linked below as well.
 - Summary: [How Should I Start?](#)
 - Details:
 - [Required Hotline Training](#)
 - [Hotline Training Script](#)

- LEA Hotline Reporting (*Please review pages 10-13 of the Hotline Training Script for instructions on how to complete the survey. Once the survey is started, it will remain open until it is submitted. Additionally,)*

USBE Public Education Hotline - General Info

General information about the Public Education Hotline is available [HERE](#)

Information: If you have additional questions or would like to schedule a training about R277-123, or how to design and implement an effective internal control system to achieve objectives, you are welcome to contact:

Debbie Davis, CPA

Chief Audit Executive | Internal Audit Department | Utah State Board of Education

(801) 538-7639 (desk) or (801) 860-0273 (cell)

debbie.davis@schools.utah.gov

Matthew Lorz, Esq.

Hotline Specialist | Internal Audit Department | Utah State Board of Education

(801) 538-7824

matthew.lorz@schools.utah.gov

Thank you,

Ryan Bartlett, Ph.D.

Director of Strategic Communications

Utah State Board of Education

ryan.bartlett@schools.utah.gov

605.201.7950



Prepared by: Nicole Desmond
Business Manager
Month Ending: November 30, 2025

Finance & Accounting Report

Summary, Notes & Action Items

Notes

Reporting

- Bond Compliance items submitted in October: Allotment, Q1 Financial Statements

Balance Sheet

- Days Cash on Hand: **185***

*based on FY26 Original Budget expenses excluding estimated construction costs, bond principal and fees related to refinance

Income Statement

ADJUSTMENTS TO PRIOR PERIODS

CURRENT PERIOD NOTES

- All Revenue lines are as expected at this time
- 197 - Admin Supplies needs to be reviewed with Director to determine if any items can be moved to other budget lines. May require budget adjustment.

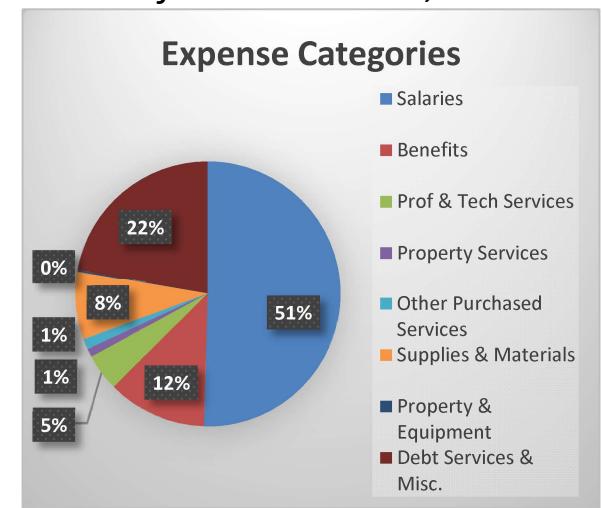
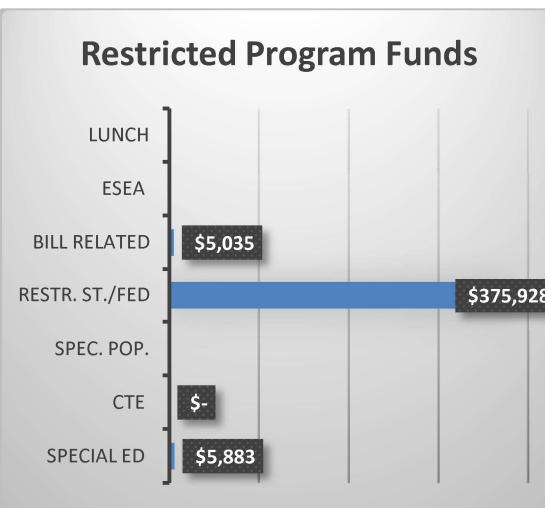
Action Items



Monthly Financial Scoreboard

as of November 30, 2025

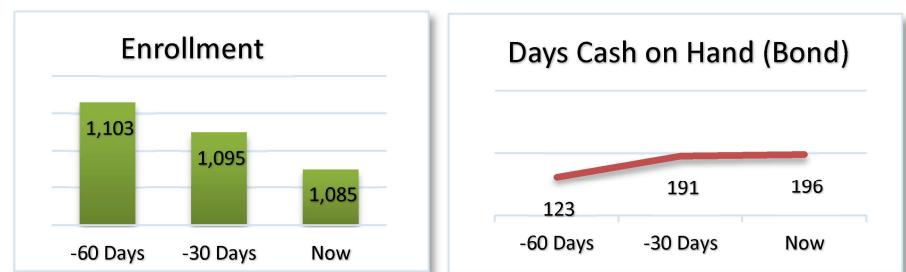
Balance Sheet		% through the year: 41.67%	
Assets		Prior Month	Current Month
Operating Cash (Unrestricted)	\$ 6,843,351	\$ 7,024,106	
Restricted Cash	\$ 13,646,870	\$ 11,977,340	
Accounts Receivable	\$ 3,418	\$ 3,912	
Prepaid/Other Assets	\$ 19,154	\$ 19,154	
Total Assets	\$ 20,512,793	\$ 19,024,512	
Liabilities & Fund Balance			
Accounts Payable	\$ 1,881,498	\$ 1,644,606	
Other Current Liabilities	\$ 750,075	\$ 802,661	
Total Liabilities	\$ 2,631,573	\$ 2,447,267	
Unrestricted Fund Balance	\$ 21,192,707	\$ 20,054,273	
Restricted Fund Balance	\$ 471,898	\$ 386,846	
Total Fund Balance	\$ 21,664,605	\$ 20,441,119	
Total Liabilities & Fund Balance	\$ 24,296,178	\$ 22,888,386	



Income Statement - Budget Report		% through the year: 41.67%			
		YTD	Approved	Current	% of
Revenue		Actuals	Budget	Month	Budget
1000	Local	\$ 535,178	\$ 803,465	\$ 75,995	66.61%
3000	State	\$ 5,599,851	\$ 11,966,723	\$ 992,268	46.80%
4000	Federal	\$ 37,733	\$ 390,221	\$ 12,655	9.67%
5000	Other Financing Proceeds	\$ -	\$ 33,780,884	\$ -	0.00%
Total Revenue		\$ 6,172,762	\$ 13,160,409	\$ 1,080,918	46.90%
Expenses					
100	Salaries	\$ 2,886,152	\$ 7,121,228	\$ 763,857	40.53%
200	Benefits	\$ 691,723	\$ 2,133,468	\$ 166,156	32.42%
300	Prof & Tech Services	\$ 256,555	\$ 440,125	\$ 36,640	58.29%
400	Property Services	\$ 59,109	\$ 446,600	\$ 10,799	13.24%
500	Other Purchased Services	\$ 72,307	\$ 157,850	\$ 3,161	45.81%
600	Supplies & Materials	\$ 475,598	\$ 1,492,203	\$ 57,768	31.87%
700	Property & Equipment	\$ 12,566	\$ 100,000	\$ -	12.57%
800	Debt Services & Misc.	\$ 1,262,072	\$ 1,569,367	\$ (768)	80.42%
Total Expenses		\$ 5,716,082	\$ 13,460,841	\$ 1,037,613	42.46%
Net Income		\$ 456,680	\$ (300,432)	\$ 43,305	

>5% positive within 5% >5% negative

Performance Metrics			
Financial Metrics	Prior Year	Now	Standard
Unrestricted Days Cash on Hand (Bond Calc.)	156	196	30 Days
Unrestricted Days Cash on Hand (USCSB Calc.)	151	185	30 Days
Debt to Asset Ratio	0.86	0.86	≤ 1
Current Ratio	2.59	1.79	≥ 1
Annual Cash Flow increase/(decrease)	(342,830)	2,120,448	> 0
Profit Margin (Total Margin)	\$ 0.04	\$ 0.71	> 0
Enrollment Metrics			
Enrollment Trend (Oct 1)	1,061	1,085	≥ 90% PY
Average Daily Membership (ADM)	1031.00	1085.00	≥ 90% Oct 1



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

ANNUAL METRIC CALCULATIONS

Key Performance Indicators

Liquidity Measures

	2 Years Prior End Ratio	Prior Year End Ratio	Current Trend	Benchmark if Applicable
Current Ratio (Net Working Capital)				
Current Assets	5,444,836	5,581,673	7,047,172	State:
÷ Current Liabilities	1,050,586	2,155,235	3,933,658	≥ 1.0
<i>This shows how many times the companies could pay its current short-term obligations.</i>				with positive trend
	5.18	2.59	1.79	
Days Unrestricted Cash on Hand (bond calculation)				
Total Unrestricted Cash (cash-restricted cash)	5,246,488	4,903,658	7,024,106	
÷ Daily Expenses (Annual Expenses / 365 days)	25,696.55	31,421.31	35,892.72	
<i>This shows how many days the school can continue operations without additional cash inflow.</i>				Bond:
	204	156	196	≥ 30 Days
Days Unrestricted Cash on Hand (state calculation)				
Total Unrestricted Cash (cash-restricted cash-programmatic restricted cas)	5,069,890	4,731,343	6,637,260	
÷ Daily Expenses (Annual Expenses / 365 days)	25,696.55	31,421.31	35,892.72	
<i>This shows how many days the school can continue operations without additional cash inflow.</i>				State:
	197	151	185	≥ 30 Days

Profitability Measures

	2 Years Prior End Ratio	Prior Year End Ratio	Current Budget Trend	Benchmark if Applicable
Net Profit Margin (Total Margin)				
Net Income (Change in Net Position)	895,060	\$ 484,057	\$ 33,480,452	
÷ Total Revenues	10,796,334	12,543,200	46,941,293	
<i>This shows how much income is retained by the school for every dollar earned.</i>				State: ≥ 0
	8.29%	3.86%	71.32%	
Income per Student				
Total Revenues	10,796,331	12,543,200	46,941,293	
÷ Total # of Students Enrolled	1011	1,061	1,085	
<i>This shows how much in state revenue is earned on a per student basis.</i>				
	10,678.86	11,822.05	43,263.86	

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>End Ratio</u>	<u>Prior Year End</u> <u>Ratio</u>	<u>Current Budget</u> <u>Trend</u>	<u>Benchmark if Applicable</u>
Unrestricted Cash Turnover				
Total Revenues	10,796,331	\$ 12,543,200	\$ 46,941,293	
÷ Total Unrestricted Cash & Cash Equivalents	5,091,827	4,748,997	6,637,260	
<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>				
	2.12	2.64	7.07	
Classroom Spending				
Total Instructional Expenses	5,830,668	6,468,975	8,159,864	
÷ Total Revenues	10,796,334	12,543,198	46,941,293	
<i>This shows how much of the total revenues received were put into classroom education.</i>				
	54.01%	51.57%	17.38%	
Human Capital Ratio				
Total Wages and Benefits	7,144,587	8,166,223	9,254,696	
÷ Total Revenues	10,796,331	12,543,200	46,941,293	
<i>This shows how much of the total revenues received were spent on wages and benefits.</i>				
	66.18%	65.10%	19.72%	

Operation 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>
Occupancy Ratio				
Total Facilities Expenses	1,443,009	\$ 2,294,711	\$ 14,941,279	
÷ Total Revenue	10,796,331	12,543,200	46,941,293	
<i>This shows how much of the total revenues received were spent on facilities costs.</i>				
	13.37%	18.29%	31.83%	
Occupancy Expense Ratio				
Total Facilities Expenses	1,443,009	2,294,711	14,941,279	
÷ Total Expenses	10,202,784	12,059,141	13,460,841	
<i>This shows how much of the total expenses were spent on facilities costs.</i>				
	14.14%	19.03%	111.00%	< 22%
Student Occupancy Ratio				
Total Facilities Expenses	1,443,009	2,294,711	14,941,279	
÷ Total # of Students	1011	1,061	1,085	
<i>This shows the amount of facilities costs on a per student basis.</i>				
	1,427.31	2,162.78	13,770.76	

AIM UP! for Charter School Success

Accountability * Improvement * Monitoring Understanding * Peace of Mind

ANNUAL METRIC CALCULATIONS

Key Performance Indicators

Leverage Measures

	<u>2 Years Prior</u>	<u>Prior Year End</u>		<u>Benchmark if Applicable</u>
	<u>End Ratio</u>	<u>Ratio</u>	<u>Current Trend</u>	
Debt Ratio (Debt to Asset Ratio)				
Total Liabilities	\$ 13,037,146	\$ 34,277,473	\$ 34,277,473	
÷ Total Assets	18,225,317	39,949,701	39,949,701	
<i>This shows how much of the total assets are provided by debt (how much debt is relied on to operate).</i>				<i>State:</i>
	0.72	0.86	0.86	< or = 1.0

Debt Service Coverage Ratio

Change in Net Assets	895,060	484,057	(4,303,737)
Add: Interest Expense (Interest & Principal for monthly)	521,177	1,435,469	14,019,217
Add: Depreciation Expense	522,034	590,364	N/A
Subtract: Property Expense (monthly calculation only)	N/A	N/A	100,000
÷ Debt Service Costs (Or Maximum Annual Debt Service, MADS)	2089950	2,089,950	2,089,950

This shows the ability to cover debt payments.

The benchmark can vary from school to school. Check bond documents for your benchmark

Bond: 92.74% 120.09% 460.08% > 105%

Enrollment Measures

	<u>2 Years Prior</u>	<u>Prior Year End</u>		<u>Benchmark if Applicable</u>
	<u>End Ratio</u>	<u>Ratio</u>	<u>Current Trend</u>	
Enrollment Breakeven				
Total Expenses	\$ 10,202,784	\$ 12,059,141	\$ 13,460,841	
Income Per Student	10,679	11,822	43,264	
<i>This shows how much of the total assets are provided by debt (how much debt is relied on to operate).</i>				
	955.42	1020.05	311.13	

Resources:

[USCSB Accountability Framework](#)

[USCSB Accountability Framework Overview](#)

[UCAP Enrollment Reports](#)

[UCAP Financial Reports](#)

AIM UP! for Charter School Success

Accountability * Improvement * Monitoring Understanding * Peace of Mind

Lakeview Academy of Science, Arts and Technology

Balance Sheet - Board Report

10/01/2025 to 10/31/2025

	Current Month YTD DRAFT	Prior Month YTD FINAL
Assets		
Cash		
Operating cash		
Checking	5,904,713	5,508,977
Savings	938,339	941,612
Cash on Hand	300	600
Total Operating cash	6,843,351	6,451,189
Restricted cash		
Bond Principal	31,861	365,744
Bond Interest	200,913	366,697
Bond Reserve	2,102,554	2,102,530
Bond escrow - project	10,740,552	12,297,429
Repair and replacement	175,635	175,631
Expense fund	395,306	976,123
Analyzed checking	50	50
Total Restricted cash	13,646,870	16,284,204
Total Cash	20,490,222	22,735,393
Accounts receivable		
Federal	0	0
Sales tax receivable	3,418	2,983
Total Accounts receivable	3,418	2,983
Prepaid and other assets		
Prepaid expense	19,154	19,154
Total Prepaid and other assets	19,154	19,154
Total Assets	20,512,793	22,757,530

Lakeview Academy of Science, Arts and Technology

Balance Sheet - Board Report

10/01/2025 to 10/31/2025

	Current Month YTD DRAFT	Prior Month YTD FINAL
Liabilities and fund balance		
Liabilities		
Accounts payable		
Accounts payable	1,870,885	1,657,341
Purchasing liabilities	10,613	15,569
Total Accounts payable	1,881,498	1,672,910
Other current liabilities		
Accrued salaries and wages	328,292	220,321
Accrued withholdings	542	2,193
Deferred revenue	421,241	421,241
Total Other current liabilities	750,075	643,755
Total Liabilities	2,631,573	2,316,664
Fund balance		
Beginning fund balance	24,744,856	24,744,856
Net income	(6,863,636)	(4,303,991)
Total Fund balance	17,881,220	20,440,866
Total Liabilities and fund balance	20,512,793	22,757,530

Lakeview Academy of Science, Arts and Technology

Balance Sheet - Board Report

11/01/2025 to 11/30/2025

	Current Month YTD DRAFT	Prior Month YTD FINAL
Assets		
Cash		
Operating cash		
Checking	6,085,107	5,904,713
Savings	938,699	938,339
Cash on Hand	300	300
Total Operating cash	7,024,106	6,843,351
Restricted cash		
Bond Principal	63,213	31,861
Bond Interest	290,745	200,913
Bond Reserve	2,102,077	2,102,554
Bond escrow - project	8,946,475	10,740,552
Repair and replacement	175,595	175,635
Expense fund	399,185	395,306
Analyzed checking	50	50
Total Restricted cash	11,977,340	13,646,870
Total Cash	19,001,446	20,490,222
Accounts receivable		
Federal	0	0
Sales tax receivable	3,912	3,418
Total Accounts receivable	3,912	3,418
Prepaid and other assets		
Prepaid expense	19,154	19,154
Total Prepaid and other assets	19,154	19,154
Total Assets	19,024,512	20,512,793

Lakeview Academy of Science, Arts and Technology

Balance Sheet - Board Report

11/01/2025 to 11/30/2025

	Current Month YTD DRAFT	Prior Month YTD FINAL
Liabilities and fund balance		
Liabilities		
Accounts payable		
Accounts payable	1,438,055	1,870,885
Payroll and benefits payable	192,026	-
Purchasing liabilities	14,525	10,613
Total Accounts payable	1,644,606	1,881,498
Other current liabilities		
Accrued salaries and wages	317,549	328,292
Accrued withholdings	63,870	542
Deferred revenue	421,241	421,241
Total Other current liabilities	802,661	750,075
Total Liabilities	2,447,266	2,631,573
Fund balance		
Beginning fund balance	24,744,856	24,744,856
Net income	(8,167,610)	(6,863,636)
Total Fund balance	16,577,246	17,881,220
Total Liabilities and fund balance	19,024,512	20,512,793

Lakeview Academy of Science, Arts and Technology

Income Statement - Board Report

10/01/2025 to 10/31/2025

33.33% 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	303,779	526,000	57.75%	63,992	72,559	81,286
006 Activities - After School Programs	20,339	65,665	30.97%	3,449	11,408	5,482
008 Student Fees-Secondary (not K-6)	21,642	11,000	196.74%	1,156	3,510	15,895
009 Local Donations	39,669	44,300	89.55%	11,683	13,031	14,080
010 Income- Sales & Rentals	4,308	10,000	43.08%	809	1,053	824
011 Other Local Income	695	450	154.40%	116	9	522
012 Lunch Fee Student	68,581	145,000	47.30%	12,908	19,800	23,511
013 Lunch Fee Non Student	155	1,000	15.47%	19	129	7
014 Other Food Related Income	15	50	30.00%	-	15	-
Total 002 Local Revenue	459,183	803,465	57.15%	94,132	121,514	141,607

Lakeview Academy of Science, Arts and Technology

Income Statement - Board Report

10/01/2025 to 10/31/2025

33.33% 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	1,709,663	4,553,973	37.54%	426,839	427,531	427,531
024 Educator Salary Adjustment	248,202	744,605	33.33%	62,050	62,050	62,050
025 Class Size Reduction K-8	158,606	475,501	33.36%	39,652	39,652	39,652
026 Charter School Administration	52,462	137,885	38.05%	11,490	11,490	17,990
027 Charter- Local Replacement	1,449,991	3,867,448	37.49%	362,498	362,498	362,498
028 Special Education	253,068	758,488	33.36%	63,438	63,208	66,431
030 Students At-Risk	35,172	105,515	33.33%	8,793	8,793	8,793
031 Student Health and Counseling	3	53,937	0.01%	-	-	-
032 Teaching & Learning	241,825	182,591	132.44%	136,005	-	120,698
033 BTS Arts	-	27,490	-	-	-	-
034 School LAND Trust Program	164,636	164,636	100.00%	-	-	-
035 Teacher & Student Success	104,814	254,202	41.23%	104,814	-	-
036 Teacher Salary Supplemental Program	12,765	38,295	33.33%	3,191	3,191	3,191
037 State Prevention Programs	5,000	5,000	100.00%	4,000	1,000	-
038 Other State Revenue	158,885	497,157	31.96%	34,976	34,976	196,390
039 Lunch-State Liquor Tax	12,491	100,000	12.49%	12,491	-	-
Total 021 State Revenue	4,607,583	11,966,723	38.50%	1,270,238	1,014,388	1,305,224

Lakeview Academy of Science, Arts and Technology

Income Statement - Board Report

10/01/2025 to 10/31/2025

33.33% 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	-	163,522	-	-	-	47,501
074 Title I Disadvantaged	-	35,150	-	-	-	4,750
075 Title II Teacher Improvement	-	6,549	-	-	-	-
076 Title IV Student Support	-	10,000	-	-	-	-
078 National School Lunch Progam	24,247	175,000	13.86%	24,247	-	-
073 ESSER CARES Program	831	-	-	-	831	-
Total 071 Federal Revenue	25,078	390,221	6.43%	24,247	831	52,250
091 Other Revenue						
092 Proceeds from Bond Issuance	-	16,000,000	-	-	-	-
097 Budget From Surplus	-	17,780,884	-	-	-	-
Total 091 Other Revenue	-	33,780,884	-	-	-	-
Total Revenue	5,091,843	46,941,293	10.85%	1,388,617	1,136,733	1,499,081

Lakeview Academy of Science, Arts and Technology

Income Statement - Board Report

10/01/2025 to 10/31/2025

33.33% 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	53,600	171,742	31.21%	13,250	13,250	13,850
104 Wages-Principals & Directors	123,153	386,365	31.87%	35,233	29,007	29,907
105 Wages-Instructional Support	91,608	292,625	31.31%	26,552	21,885	21,785
106 Wages-Teachers	1,216,111	3,748,647	32.44%	455,413	371,423	389,276
107 Wages-Teachers-Special Ed	78,791	261,701	30.11%	24,901	25,101	24,901
108 Wages-Substitute Teacher	27,763	150,000	18.51%	10,988	13,973	2,802
109 Wages-Support Services Students	65,754	212,839	30.89%	21,393	20,834	20,621
110 Wages-Admin Support Staff	43,944	162,798	26.99%	10,739	14,904	12,853
111 Wages-Aides & Paraprofessionals	233,524	967,988	24.12%	61,850	93,187	76,276
112 Wages-SpEd Aide & Paraprofess	85,960	359,964	23.88%	23,912	37,065	23,469
113 Wages-Maintenance	52,993	224,288	23.63%	11,768	13,724	16,727
115 Wages-Food Services	49,095	182,271	26.93%	11,780	16,781	14,939
Total 102 Salaries 100	2,122,295	7,121,228	29.80%	707,778	671,135	647,405
121 Benefits 200						
122 Retirement Programs	92,945	392,689	23.67%	35,917	29,811	30,480
123 Social Security & Medicare Tax	119,851	533,575	22.46%	43,693	40,876	39,155
124 Health Benefits	304,047	1,181,377	25.74%	68,278	131,735	77,509
125 Workers Comp	7,262	11,877	61.15%	973	3,226	3,064
126 Unemployment Insurance	1,916	13,950	13.73%	542	723	807
127 Other Employee Benefits	(453)	-	-	69	(145)	1,405
Total 121 Benefits 200	525,567	2,133,468	24.63%	149,473	206,226	152,419

Lakeview Academy of Science, Arts and Technology

Income Statement - Board Report

10/01/2025 to 10/31/2025

33.33% 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	7,600	23,000	33.04%	1,900	1,900	1,900
133 Instructional Services	30,599	7,000	437.13%	599	30,000	-
134 Employee Training & Development	1,334	25,900	5.15%	388	444	302
135 Contracted Professional Services	55,756	225,750	24.70%	18,972	22,798	13,845
136 Administrative Support Services	-	5,000	-	-	-	-
137 Computer and Tech Services	21,616	81,375	26.56%	5,224	5,464	5,464
138 Legal and Accounting	91,691	35,000	261.97%	3,150	8,400	-
139 Other Purchased Services	11,319	37,100	30.51%	1,606	2,166	6,998
Total 131 Purchased Prof & Tech Services 300	219,915	440,125	49.97%	31,839	71,172	28,509
151 Purchased Property Services 400						
152 Utilities Expenses	23,783	61,600	38.61%	8,505	4,856	5,077
153 Repair & Maint- Comp & Tech	1,882	20,000	9.41%	-	-	1,882
154 Repair & Maint- Facilities	19,815	355,000	5.58%	150	6,085	11,969
155 Repair & Maintenance - Other	-	5,000	-	-	-	-
156 Lease- Rent Expense	2,830	5,000	56.59%	-	-	2,830
Total 151 Purchased Property Services 400	48,310	446,600	10.82%	8,655	10,941	21,757
171 Other Purchased Services 500						
173 Insurance Expense	43,400	44,550	97.42%	-	-	43,400
174 Telephone & Internet	1,788	5,000	35.77%	397	397	599
176 Postage & Mailing Expense	404	3,000	13.46%	-	154	250
178 Copy and Print Services	298	5,000	5.96%	-	34	137
179 Advertising- Administration	-	10,000	-	-	-	-
180 Travel- Staff Travel & Mileage	7,096	5,300	133.88%	-	-	1,204
181 Travel- Field Trips	16,161	85,000	19.01%	6,483	8,483	445
Total 171 Other Purchased Services 500	69,146	157,850	43.81%	6,880	9,068	46,035

Lakeview Academy of Science, Arts and Technology

Income Statement - Board Report

10/01/2025 to 10/31/2025

33.33% 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	115,277	320,000	36.02%	28,437	20,519	57,423
193 Enhancement Supplies	3,054	22,000	13.88%	690	1,231	1,017
194 Employee Motivation	10,048	50,000	20.10%	920	2,071	1,288
195 Employee Training Supplies	14,659	18,500	79.24%	1,240	177	5,148
196 Special Education	-	2,500	-	-	-	-
197 Administration Supplies	22,928	23,400	97.98%	4,824	2,620	8,061
200 Maintenance & Custodial Supplies	18,960	75,000	25.28%	5,347	3,685	3,684
202 Energy-Electricity & Natural Gas	41,687	143,990	28.95%	9,693	12,919	11,001
203 Textbooks & Instructional Software	26,312	225,000	11.69%	-	4,591	5,626
204 Library Books & Supplies	6,153	11,000	55.94%	302	614	1,910
205 Computer and Tech Supplies	95,504	350,000	27.29%	567	12,277	58,713
207 Parent Organization Supplies	1,637	9,000	18.19%	1,637	-	-
208 Student Program Supplies	4,056	12,500	32.45%	2,515	1,225	100
209 Student Motivation Supplies	495	12,000	4.12%	99	253	107
212 Lunch Program Supplies	57,063	217,313	26.26%	17,146	23,661	15,705
Total 191 Supplies 600	417,831	1,492,203	28.00%	73,418	85,843	169,783
221 Property (Equipment) 700						
223 Buildings	7,277,010	21,005,452	34.64%	1,787,308	1,290,246	2,237,570
224 Equipment- Instruction	12,566	100,000	12.57%	-	12,566	-
Total 221 Property (Equipment) 700	7,289,575	21,105,452	34.54%	1,787,308	1,302,811	2,237,570

Lakeview Academy of Science, Arts and Technology

Income Statement - Board Report

10/01/2025 to 10/31/2025

33.33% 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	16,958	25,000	67.83%	130	3,203	11,486
243 Interest Paid- Loans	819,831	1,544,217	53.09%	819,831	-	-
244 Principal Paid- Loans	360,000	11,825,000	3.04%	360,000	-	-
245 Other Debt Service Fees	66,050	650,000	10.16%	2,950	-	-
246 Contributions pass through	-	150	-	-	-	-
Total 241 Other Objects 800	1,262,840	14,044,367	8.99%	1,182,911	3,203	11,486
Total Expense	11,955,479	46,941,293	25.47%	3,948,262	2,360,398	3,314,965
Total Net Income (Loss)	(6,863,636)	-	-	(2,559,645)	(1,223,665)	(1,815,883)

Lakeview Academy of Science, Arts and Technology

Income Statement - Board Report

11/01/2025 to 11/30/2025

41.67% 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	357,267	526,000	67.92%	53,488	63,992	72,559
006 Activities - After School Programs	23,681	65,665	36.06%	3,342	3,449	11,408
008 Student Fees-Secondary (not K-6)	24,962	11,000	226.93%	3,321	1,156	3,510
009 Local Donations	40,286	44,300	90.94%	617	11,683	13,031
010 Income- Sales & Rentals	5,545	10,000	55.45%	1,236	809	1,053
011 Other Local Income	891	450	197.96%	196	116	9
012 Lunch Fee Student	82,165	145,000	56.67%	13,584	12,908	19,800
013 Lunch Fee Non Student	366	1,000	36.61%	211	19	129
014 Other Food Related Income	15	50	30.00%	-	-	15
Total 002 Local Revenue	535,178	803,465	66.61%	75,995	94,132	121,514

Lakeview Academy of Science, Arts and Technology

Income Statement - Board Report

11/01/2025 to 11/30/2025

41.67% 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	2,081,260	4,553,973	45.70%	371,597	426,839	427,531
024 Educator Salary Adjustment	309,107	744,605	41.51%	60,905	62,050	62,050
025 Class Size Reduction K-8	193,054	475,501	40.60%	34,448	39,652	39,652
026 Charter School Administration	69,072	137,885	50.09%	16,610	11,490	11,490
027 Charter- Local Replacement	1,768,952	3,867,448	45.74%	318,962	362,498	362,498
028 Special Education	316,276	758,488	41.70%	63,208	63,438	63,208
030 Students At-Risk	45,099	105,515	42.74%	9,927	8,793	8,793
031 Student Health and Counseling	13,718	53,937	25.43%	13,714	-	-
032 Teaching & Learning	251,570	182,591	137.78%	9,745	136,005	-
033 BTS Arts	11,217	27,490	40.80%	11,217	-	-
034 School LAND Trust Program	164,636	164,636	100.00%	-	-	-
035 Teacher & Student Success	131,018	254,202	51.54%	26,204	104,814	-
036 Teacher Salary Supplemental Program	15,956	38,295	41.67%	3,191	3,191	3,191
037 State Prevention Programs	5,000	5,000	100.00%	-	4,000	1,000
038 Other State Revenue	204,763	497,157	41.19%	45,879	34,976	34,976
039 Lunch-State Liquor Tax	19,153	100,000	19.15%	6,662	12,491	-
Total 021 State Revenue	5,599,851	11,966,723	46.80%	992,268	1,270,238	1,014,388

Lakeview Academy of Science, Arts and Technology

Income Statement - Board Report

11/01/2025 to 11/30/2025

41.67% 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	-	163,522	-	-	-	-
074 Title I Disadvantaged	-	35,150	-	-	-	-
075 Title II Teacher Improvement	-	6,549	-	-	-	-
076 Title IV Student Support	-	10,000	-	-	-	-
078 National School Lunch Progam	36,903	175,000	21.09%	12,655	24,247	-
073 ESSER CARES Program	831	-	-	-	-	831
Total 071 Federal Revenue	37,733	390,221	9.67%	12,655	24,247	831
091 Other Revenue						
092 Proceeds from Bond Issuance	-	16,000,000	-	-	-	-
097 Budget From Surplus	-	17,780,884	-	-	-	-
Total 091 Other Revenue	-	33,780,884	-	-	-	-
Total Revenue	6,172,762	46,941,293	13.15%	1,080,919	1,388,617	1,136,733

Lakeview Academy of Science, Arts and Technology

Income Statement - Board Report

11/01/2025 to 11/30/2025

41.67% 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	70,850	171,742	41.25%	17,250	13,250	13,250
104 Wages-Principals & Directors	155,599	386,365	40.27%	32,446	35,233	29,007
105 Wages-Instructional Support	116,432	292,625	39.79%	24,824	26,552	21,885
106 Wages-Teachers	1,547,026	3,748,647	41.27%	330,915	455,413	371,423
107 Wages-Teachers-Special Ed	100,577	261,701	38.43%	21,787	24,901	25,101
108 Wages-Substitute Teacher	48,519	150,000	32.35%	20,756	10,988	13,973
109 Wages-Support Services Students	88,572	212,839	41.61%	22,817	21,393	20,834
110 Wages-Admin Support Staff	67,206	162,798	41.28%	23,262	10,739	14,904
111 Wages-Aides & Paraprofessionals	404,243	967,988	41.76%	170,719	61,850	93,187
112 Wages-SpEd Aide & Paraprofess	130,593	359,964	36.28%	44,633	23,912	37,065
113 Wages-Maintenance	79,410	224,288	35.41%	26,417	11,768	13,724
115 Wages-Food Services	77,125	182,271	42.31%	28,030	11,780	16,781
Total 102 Salaries 100	2,886,152	7,121,228	40.53%	763,857	707,778	671,135
121 Benefits 200						
122 Retirement Programs	130,511	392,689	33.24%	37,566	35,917	29,811
123 Social Security & Medicare Tax	176,916	533,575	33.16%	57,065	43,693	40,876
124 Health Benefits	373,588	1,181,377	31.62%	69,541	68,278	131,735
125 Workers Comp	8,235	11,877	69.33%	973	973	3,226
126 Unemployment Insurance	2,665	13,950	19.10%	749	542	723
127 Other Employee Benefits	(192)	-	-	262	69	(145)
Total 121 Benefits 200	691,723	2,133,468	32.42%	166,156	149,473	206,226

Lakeview Academy of Science, Arts and Technology

Income Statement - Board Report

11/01/2025 to 11/30/2025

41.67% 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	9,500	23,000	41.30%	1,900	1,900	1,900
133 Instructional Services	31,399	7,000	448.56%	800	599	30,000
134 Employee Training & Development	1,334	25,900	5.15%	-	388	444
135 Contracted Professional Services	76,732	225,750	33.99%	20,975	18,972	22,798
136 Administrative Support Services	-	5,000	-	-	-	-
137 Computer and Tech Services	27,780	81,375	34.14%	6,164	5,224	5,464
138 Legal and Accounting	91,691	35,000	261.97%	-	3,150	8,400
139 Other Purchased Services	18,119	37,100	48.84%	6,801	1,606	2,166
Total 131 Purchased Prof & Tech Services 300	256,555	440,125	58.29%	36,640	31,839	71,172
151 Purchased Property Services 400						
152 Utilities Expenses	25,321	61,600	41.11%	1,538	8,505	4,856
153 Repair & Maint- Comp & Tech	1,882	20,000	9.41%	-	-	-
154 Repair & Maint- Facilities	28,946	355,000	8.15%	9,131	150	6,085
155 Repair & Maintenance - Other	-	5,000	-	-	-	-
156 Lease- Rent Expense	2,960	5,000	59.19%	130	-	-
Total 151 Purchased Property Services 400	59,109	446,600	13.24%	10,799	8,655	10,941
171 Other Purchased Services 500						
173 Insurance Expense	43,400	44,550	97.42%	-	-	-
174 Telephone & Internet	2,186	5,000	43.72%	397	397	397
176 Postage & Mailing Expense	654	3,000	21.79%	250	-	154
178 Copy and Print Services	398	5,000	7.95%	100	-	34
179 Advertising- Administration	1,086	10,000	10.86%	1,086	-	-
180 Travel- Staff Travel & Mileage	7,096	5,300	133.88%	-	-	-
181 Travel- Field Trips	17,489	85,000	20.58%	1,328	6,483	8,483
Total 171 Other Purchased Services 500	72,307	157,850	45.81%	3,161	6,880	9,068

Lakeview Academy of Science, Arts and Technology

Income Statement - Board Report

11/01/2025 to 11/30/2025

41.67% 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	127,722	320,000	39.91%	12,446	28,437	20,519
193 Enhancement Supplies	4,569	22,000	20.77%	1,516	690	1,231
194 Employee Motivation	15,741	50,000	31.48%	5,693	920	2,071
195 Employee Training Supplies	14,736	18,500	79.65%	76	1,240	177
196 Special Education	-	2,500	-	-	-	-
197 Administration Supplies	29,811	23,400	127.40%	6,884	4,824	2,620
200 Maintenance & Custodial Supplies	21,581	75,000	28.77%	2,621	5,347	3,685
202 Energy-Electricity & Natural Gas	50,652	143,990	35.18%	8,965	9,693	12,919
203 Textbooks & Instructional Software	26,312	225,000	11.69%	-	-	4,591
204 Library Books & Supplies	6,328	11,000	57.53%	175	302	614
205 Computer and Tech Supplies	98,228	350,000	28.07%	2,725	567	12,277
207 Parent Organization Supplies	1,637	9,000	18.19%	-	1,637	-
208 Student Program Supplies	4,840	12,500	38.72%	784	2,515	1,225
209 Student Motivation Supplies	579	12,000	4.82%	84	99	253
212 Lunch Program Supplies	72,862	217,313	33.53%	15,799	17,146	23,661
Total 191 Supplies 600	475,598	1,492,203	31.87%	57,768	73,418	85,843
221 Property (Equipment) 700						
223 Buildings	8,624,291	21,005,452	41.06%	1,347,281	1,787,308	1,290,246
224 Equipment- Instruction	12,566	100,000	12.57%	-	-	12,566
Total 221 Property (Equipment) 700	8,636,856	21,105,452	40.92%	1,347,281	1,787,308	1,302,811

Lakeview Academy of Science, Arts and Technology

Income Statement - Board Report

11/01/2025 to 11/30/2025

41.67% 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	16,190	25,000	64.76%	(768)	130	3,203
243 Interest Paid- Loans	819,831	1,544,217	53.09%	-	819,831	-
244 Principal Paid- Loans	360,000	11,825,000	3.04%	-	360,000	-
245 Other Debt Service Fees	66,050	650,000	10.16%	-	2,950	-
246 Contributions pass through	150		-	-	-	-
Total 241 Other Objects 800	1,262,072	14,044,367	8.99%	(768)	1,182,911	3,203
Total Expense	14,340,373	46,941,293	30.55%	2,384,893	3,948,262	2,360,398
Total Net Income (Loss)	(8,167,610)	-	-	(1,303,974)	(2,559,645)	(1,223,665)



Lakeview Academy Board of Trustees Meeting

November 13, 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 Trustees 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: 7:02PM

IN PERSON ATTENDANCE: Ashley Hintze, Michael Hinckley, Aaron Glass, Daniel Dunn, Tina Smith, Lindsay Condie, Nicole Desmond, Kassy Oveson, and Rick Veasey

ONLINE: None

ABSENT: None

Community Members: Jennifer Moulder, Stephanie Frome

2) Pledge of Allegiance

3) Professional Development

- a) UAPCS Training
- i) Open Meeting Training

4) Reports

- a) Director's Report

The enrollment report was given. Lakeview is only enrolling siblings of current students at this time.

Lindsay asked if we keep data on students who don't come back to the school after summer. Rick said they keep records, but not necessarily the reasons. Some families don't respond.

Tina asked about enrollment being 1,095 although it was projected to be 1,146. Rick replied that a conservative decision was made not to increase class sizes to 28 students this year, which would have added about 100 students.

Lindsay inquired regarding next year's enrollment goal. Rick said depending on teachers hired, he may plan to make a new 4th and 5th grade classroom.

Rick reported that the Veterans day assembly was a success with 41 veterans attending. The Thanksgiving lunch was also successful.

Lindsay inquired about parents eating with students during Thanksgiving lunch as it was before covid. It was suggested to start it again.

Tina talked about implementing a marketing plan to be proactive instead of reactive. News was received of new charter schools entering the market. Marketing strategies were discussed. The need to let the community know what we have to offer is important. It was suggested that we invest in booths during community events such as the easter egg hunt and the new library opening.

Next year is Lakeview's 20 year anniversary. Rick plans to reach out to SAC to put together a celebration committee. The expansion committee suggested that community outreach will increase with hosting more theater events, space camps and other various experiences once expansion is complete.

Rick stated that a new digital marquee would help greatly with advertising.

Aaron asked where the responsibility of marketing lay and inquired if a marketing committee was needed. It was suggested that the board tells Rick what they want to see and he comes up with how to do it.

Stephanie Frome, a parent in the community explained why she sent students to Mountain Sunrise, a non technology school. She suggested looking at why people are leaving and possibly filling the gap.

- b) Board Member's Reports
 - i) CAP report and assignments

Tina and Aaron participated in the finance training.

Michael attended the halloween parade. Observed that the halloween carnival was well attended. Rick said they opened the second floor and changed concessions to grab and go.

Aaron and Lindsay attended the Disney presentation and said it was well done and well received. They would like to see more of those shows come to Lakeview.

- ii) Christmas staff appreciation lunch

Christmas staff lunch is planned for Dec. 5th. Aaron researched restaurants and suggested the board goes with Olive Garden.

Ashley got some prizes and plans to order more. She asked for decorating ideas. Ashley said she would reach out to SAC and put something in the weekly newsletter.

- iii) Conflict of Interest forms

Conflict of Interest forms were given at the meeting to board members. They are to be signed and returned to the Business Office.

- iv) Board Officer Election Discussion
- v) Board Committee appointments

Aaron asked how the board typically fills the vice chair and chair roles. It was noted that the process has historically been informal, involving open discussion, a motion and a vote.

Tina emphasizes the importance of understanding the responsibilities before assigning the roles. She recommended holding a board retreat to build rapport, discuss skills and get to know each other. Tina said the board needs to select a date and move forward. The retreat can be the board with observers allowed. Evening was preferred, with the sessions under 2 hours.

Rick asked if the board could collect member skills. Tina will send out the appropriate board skills form. Lindsay has gathered initial agenda items and will send them out to begin the discussion.

The board discussed scheduling and confirmed that a quorum is 4 of 6 members. The board will aim to complete committee appointments after the retreat.

- c) Board Committee Reports
 - i) Policy Committee

No comment

- ii) Expansion Committee
 - (1) Naming in stewardship

Brent or Mike gave a quick update on the construction. 50% of the project has been completed. The East classroom and North additions are nearing completion and will be ready to use in early spring 2026. The South addition (Theater) has all CMU blocks complete. Working on roof trusses and framing.

A 26 day extension was approved. The substantial completion is pushed to the second week of September 2026. Final completion target is October 2026.

The committee has weekly meetings and pictures of projects. They will start sharing those with the board as requested.

The financial spreadsheet was broadcast at the meeting. David explained its structure and the allocation of contingency funds. He also explained the static tab of the spreadsheet, showing the total project cost and changes in spending categories. The construction cash flow tab tracks monthly draws and expenditures and shows the allocation and depletion of bond funds. The cost detail tab tracks individual invoices and draws and the contingency and permitting tab tracks reallocations of contingency funds. The spreadsheet is updated and sent to the committee monthly.

The bond project fund is 50% drawn and projected to be depleted by early July 2026. The plan for a second funding phase was part of the original plan. Planning to potentially refund the 2015 bonds for economies of scale. The board was informed that bond issuance takes 3-6 months. Targeting a June 2026 pricing is advantageous due to market activity and aligns with the cash-flow timeline.

Tina asked if another rating process needs to be done. David confirmed that we would need to do the process again because it is a new bond.

Enrollment projections up to the 26-27 school year were discussed. It was suggested to increase marketing efforts to attract more students. The committee will develop strategies and present a timeline to the finance committee.

Lindsay raised the issue of naming and stewardship, mentioning the need for a clear process. It was suggested to create a new policy to govern the naming of school facilities. It was proposed that we wait for the policy committee to be created before finalizing the policy. The board would like the committee to be formed in January.

iii) Financial Audit Committee

No comment

d) September Financial & Accounting Reports

- i) Financial Scoreboard
- ii) Monthly Financial Metrics
- iii) Balance Sheet Report
- iv) Income Statement Report
- v) Check Register Report
- vi) P-Card Purchase Reports
- vii) Q1 Program report
- viii) Q1 Aegis Review

e) Annual Financial Reports

- i) Annual Scoreboard
- ii) Governance Letter
- iii) FY2025 Audited Financial Statements

The annual audit was completed and came back clean. The E-rate subsidy is no longer included in the federal expenditure report, eliminating the need for a single audit.

The program reports were explained.

Aaron asked about sweep accounts. Nicole explained that funds are held in a sweep account to earn interest. US Bank is providing a proposal to improve rates and other banking options. This will be presented to the board at a different meeting.

MOTION BY: Michael Hinckley moved to accept the financial and accounting reports.

Yes Vote: Ashley Hintze, Michael Hinckley, Aaron Glass, Daniel Dunn, Tina Smith

No Vote: None

Abstain: Lindsay Condie

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 comment

5) Consent Agenda

- a) Minutes October 9, 2025

No comments

MOTION BY: Aaron Glass moved to accept the consent agenda.

Yes Vote: Ashley Hintze, Michael Hinckley, Aaron Glass, Daniel Dunn

No Vote: None

Abstain: Lindsay Condie and Tina Smith

MOTION PASSES

6) Action Items

- a) Criminal Background Checks and Arrest Reporting - Policy update

Rick said the code changed regarding employees that are younger than 18 no longer need a background check. Therefore we needed to update our background check policy to reflect it. A redline proposal was given to the board. Rick explained that everything else is the same in the policy except the under 18 portion.

Lindsay asked about those employees turning 18 while employed. Nicole said once an employee turns 18 they will need a background check.

It was pointed out that juvenile records are protected, making fingerprint checks for minors ineffective.

MOTION BY: Tina Smith moved to approve the updated Criminal Background Checks and Arrest Reporting policy.

Yes Vote: Ashley Hintze, Michael Hinckley, Aaron Glass, Daniel Dunn, Tina Smith, Lindsay Condie

No Vote: None

Abstain: None

MOTION PASSES

- b) Firearm Safety Curriculum

Rick presented the new state legislation requiring annual firearm safety instruction for students Grades K-6 and once in three years for 7-12th grades. A state-approved, age appropriate curriculum must be used. Rick presented an approved curriculum. Any use of a different curriculum or adjustments to timing must be submitted to the state for approval. This is required for this school year.

Ashley asked about parental consent forms and how to track student participation. Rick clarified that the program is opt-in.

Rick asked the state if any licensed teacher may deliver the curriculum or if a trained professional is required such as a School Resource Officer (SRO).

Ashley asked if other curriculum options exist. Rick responded that none are currently available.

Lindsay asked whether using an alternative curriculum would have additional state requirements. Rick said that there are no additional requirements at this time and read the relevant legislative language.

Tina asked if SAC had a chance to review the material. Rick said no, he has not yet contacted the SRO for input on parent reception of the curriculum. She emphasized that highly involved parents could be a valuable voice and ambassadors within the community.

Aaron emphasized that the curriculum is state-approved and opt-in. Parents uncomfortable with their

student participation can decline.

Michael expressed comfort with the program as presented.

Lindsay would like the SRO's opinion on this curriculum compared with other possible programs.

Ashley expressed preference for having the SRO deliver the instruction.

Lindsay asked how the instruction could be tailored for students with varying levels of exposure to firearms, including students who have never seen or handled a gun.

Aaron suggests reviewing alternative curriculum, if available, and discussing who would deliver the instruction.

The board requested that Rick conduct additional research and return with more information in January.

The board tabled the vote on the Firearm Safety Curriculum

- c) Board Committees Pacts
 - i) Financial Audit Committee
 - ii) Expansion Committee
 - iii) Policy committee

Agenda items C will be on the board retreat agenda.

- d) Board Committee Appointments
 - i) Financial Audit Committee
 - ii) Expansion Committee
 - iii) Policy committee

Agenda items D will be on the board retreat agenda

- e) Board Officer Election

Agenda items E will be on the board retreat agenda

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.

IN PERSON ATTENDANCE: NA

ONLINE ATTENDANCE: NA

INVITED GUEST: NA

No closed session was conducted.

8) Adjourn

MOTION BY: Tina moved to adjourn.

END TIME: 9:23PM



Policy Type: Required

Policy Title: Criminal Background Checks and Arrest Reporting

Effective: November 13, 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 18 or older) must submit to a criminal background check and review as a condition of employment, appointment, or assignment.

Volunteers (18 or older) 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 UCA 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 visitor guidelines (see Parent Assisted Learning System (PALS) Volunteers/Visitors 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, or assignment. 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 written notice of the decision.

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

The school shall pay for the background check of any non-licensed employee, volunteer, or Board member. The cost of fingerprinting for outside agencies (not associated with the afore mentioned purposes) is \$50. 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 Title 76, 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 November 13, 2025, and replaces all previous Criminal and Background Check and Arrest Reporting policies.

Signature:

Print Name:

Title:

Signature:

Print Name:

Title:

[H.B. 104 - Firearm Safety Elementary - Google Drive](#)