

C.S. Lewis Academy Board Meeting Minutes

Date: March 25, 2026

Time: 6:34 PM – 8:36 PM

Location: C.S. Lewis Academy, 364 North State Road 198, Santaquin, UT 84655

1. Call to Order

The meeting was called to order at **6:34 PM** by Board Chair Kimberly Mulstein.

2. Roll Call

Board Members Present (In Person):

- Kimberly Mulstein
- Royce Van Tassel
- Debbie Llewellyn
- Tony Miller
- Casey Robbins

Board Members Present (Virtual):

- Maria Garcia
-

3. Public Comment

No public comments were made.

4. Closed Session

A motion was made and seconded to enter closed session for the purpose of discussing the character and competency of an individual.

Roll Call Vote:

- Royce Van Tassel – Aye
- Debbie Llewellyn – Aye
- Tony Miller – Aye
- Casey Robbins – Aye
- Maria Garcia– Aye
- Kimberly Mulstein – Aye

Motion Passed Unanimously

The Board entered closed session at **6:37 PM**.

5. Return to Open Session

The Board returned to open session at **8:09 PM**.

6. Board Committee Formation – Director Search

A motion was made and seconded to form a committee to review applicants for the Director position and make recommendations to the full Board regarding interviews.

Committee Members:

- Debbie Llewellyn
- Casey Robbins
- Kimberly Mulstein

Vote: Unanimous approval

7. Approval of Previous Meeting Minutes

A motion was made and seconded to approve the meeting minutes from:

- February 25, 2026

- March 18, 2026

Vote: Unanimous approval

8. Title I Parent Engagement Policy

The Board reviewed proposed updates based on audit recommendations, including:

- Removal of outdated structures (e.g., PTO, Action Team Partnership)
- Alignment with current school status (non-schoolwide program)

Action:

No vote taken. Item tabled for further review and approval at a future meeting.

9. Dress Code Policy (Revised)

The Board discussed and approved significant updates to the student dress code, including:

Key Changes:

- Transition from strict uniform policy to a **standardized dress code with grooming expectations**
- Allowed clothing colors: **blue, white, red, black, gray, khaki**
- Removal of requirement for collared shirts
- Addition of **denim (no holes or embellishments)**
- Clarification of acceptable tops (must be solid color, no tank tops, midriff covered)
- Shoes must be:
 - Closed-toe
 - Secure
 - Free of lights, wheels, or inappropriate designs
- Bottoms limited to:
 - Jeans
 - Slacks
 - Trousers(Athletic wear, sweatpants, and athleisure prohibited)

Grooming Standards:

- No strong odors (including excessive perfume or body odor)
- Nails must be **short enough to be functional**

- Makeup allowed if **neutral and non-distracting**
- Accessories must not be distracting

Additional Clarifications:

- Shorts/leggings required under skirts and dresses
- Spirit Week guidelines added
- Administrative discretion updated to “school leadership”

Motion: Adopt revised dress code policy as discussed

Vote: Unanimous approval

10. Board Secretary Appointment

A motion was made and seconded to appoint **Casey Robbins** as Board Secretary.

Vote: Unanimous approval

11. Photography Proposal (Board Discussion)

A proposal related to school photography services was presented.

Discussion Points:

- Potential classification as a **fee under Utah law**
- Need to determine whether elementary fees require:
 - Public notice
 - Two board meetings
 - Public comment period

Action:

Item tabled pending legal clarification. Follow-up to occur at a future meeting.

12. Land Trust Plan (2026–2027) – Initial Discussion

The Board reviewed preliminary goals for the upcoming Land Trust Plan.

Proposed Goals:

- **Literacy Goal:** ~3% increase in schoolwide proficiency
- **Math Goal:** ~3% increase in schoolwide proficiency

Assessment Considerations:

- Use of Acadience for consistent K–6 measurement
- Consideration of RISE and IXL data for upper grades

Funding Priorities:

- Additional instructional aide (0.5 FTE)
- Curriculum support

Action:

Academic Committee to refine goals and present recommendations at next meeting.

13. Adjournment

A motion was made and seconded to adjourn the meeting.

Time Adjourned: 8:36 PM

Minutes Pending Board Approval, Last Updated 4/22/26