



Lumen Scholar Institute Board of Directors Meeting

Date: May 19, 2026

Anchor Location via Teleconference: <https://us02web.zoom.us/j/9078319259>

In Attendance: Jenn Singletary, Laura Black, Stephanie Hansen, Ashley Baxter, Annie Astle

Excused Board Members: Nancy Willison

Others In Attendance: Hannah Dorius, Priscilla Stringfellow, Kristy Gordon, Jonathan Seal, Mrs. Johnson, Jennifer Blake, Dawn Benke

MINUTES

CALL TO ORDER

At 11:05AM Laura Black called the meeting to order.

CONSENT ITEMS

- November 20, 2025 Board Meeting & Closed Session Minutes
- April 16, 2026 Board Meeting & Closed Session Minutes
- May 13, 2026 Board Meeting & Closed Session Minutes

Laura Black made a motion to approve the November 20, 2025 Board Meeting & Closed Session Minutes, April 16, 2026 Board Meeting & Closed Session Minutes, and May 13, 2026 Board Meeting & Closed Session Minutes. Stephanie Hansen seconded. Motion passes unanimously. Votes were as follows: Stephanie Hansen, Aye; Jenn Singletary, Aye; Laura Black, Aye; Ashley Baxter, Aye; Annie Astle, Aye.

PUBLIC COMMENT

- HMH Into Reading – Elementary
- Go Math – Elementary
- Heggerty Phonemic – K-2
- UFLI Foundations
- Read 180 – Grades 3-8

This was the second opportunity for the public to comment on the following curriculum: HMH Into Reading – Elementary, Go Math – Elementary, Heggerty Phonemic – K-2, UFLI Foundations, Read 180 – Grades 3-8. There were no public comments.

VOTING & DISCUSSION ITEMS (to be discussed and/or voted on)

- HMH Into Reading – Elementary
- Go Math – Elementary
- Heggerty Phonemic – K-2
- UFLI Foundations
- Read 180 – Grades 3-8

Dr. Blake presented the proposed changes to curriculum for next year. The board reviewed the proposed curriculum adoptions intended to increase student fluency across reading and math. An implementation plan was presented to ensure the curricula produce measurable outcomes, with adoption planned for a three-year term to ensure consistency and allow time for results to be evaluated. The board discussed questions regarding implementation support, teacher training, and assessment alignment before moving to approve.

Laura Black made a motion to approve HMH Into Reading – Elementary, Go Math – Elementary, Heggerty Phonemic – K-2, UFLI Foundations, Read 180 – Grades 3-8. Stephanie Hansen seconded. Motion passes unanimously. Votes were as follows: Stephanie Hansen, Aye; Jenn Singletary, Aye; Laura Black, Aye; Ashley Baxter, Aye; Annie Astle, Aye.

Dawn Benke joined the meeting at 11:40AM.

- Apple Technology Purchase
Principal Seal presented a proposal to transition students and staff to updated Apple MacBook NEO devices, which will provide larger screens to allow students to view and work with more content simultaneously. The proposal also includes upgraded cameras, which will enable teachers to clearly observe fine details during instruction — such as how a student is holding a pencil — to support timely correction and feedback. The board discussed the proposal as a long-term investment in instructional technology and moved to approve the purchase for student and staff devices up to \$680,000.

Jenn Singletary made a motion to approve the Technology Purchase for Student and Staff Devices up to \$680,000. Annie Astle seconded. Motion passes unanimously. Votes were as follows: Stephanie Hansen, Aye; Jenn Singletary, Aye; Laura Black, Aye; Ashley Baxter, Aye; Annie Astle, Aye.

Priscilla Stringfellow left the meeting at 12:06PM.

- Fleet Purchase
This item was tabled.

CALENDARING

- The next board meeting will be held on June 18, 2026 at 3:00PM.

ADJOURN

At 1:00PM Jenn Singletary made a motion to adjourn. Nancy Willison seconded. Motion passes unanimously. Votes were as follows: Stephanie Hansen, Aye; Jenn Singletary, Aye; Laura Black, Aye; Ashley Baxter, Aye; Annie Astle, Aye.



Lumen Scholar Institute Board of Directors Meeting

Date: May 27, 2026

Time: 9:00AM

Anchor Location via Teleconference: <https://us02web.zoom.us/j/85350660271>

Meeting ID: 853 5066 0271

AGENDA

CALL TO ORDER

CONSENT ITEMS

- May 19, 2026 Board Meeting Minutes

PUBLIC COMMENT

VOTING & DISCUSSION ITEMS (to be discussed and/or voted on)

- Board Committee Organization
- School Vision

CALENDARING

- Next Board Meeting June 18, 2026 at 3:00PM

ADJOURN

In compliance with the Americans with Disabilities Act, persons needing accommodations for this meeting should call 801-444-9378 to make appropriate arrangements. One or more board members may participate electronically or telephonically pursuant to UCA 52-4-207.

Policy 0205: COMMITTEES

Original Adopted Date: 08/11/2025 | **Last Revised Date:** 12/12/2017

1. The purpose of Committees is to assist the Board and the Director in accomplishing the Mission and Charter of the School.
2. The Board establishes the following standing committees to report to the Board:
 - a. Academic Excellence,
 - b. Financial Accountability, and
 - c. Executive.
3. The Board directs the School's Director to establish the following standing committees to report to the Director:
 - a. Public Relations,
 - b. Technology, and
 - c. Facility Safety and Compliance.
4. Members of committees reporting to the Director will be appointed by the Director and may include board members, staff, parents, or other community members.
5. Responsibilities of committees reporting to the Director will be delegated to the committee in writing by the Director.
6. The Director will ensure that the responsibilities of the standing committees reporting to the Director are consistent with roles and duties outlined in the school's Charter, State and Federal Law, and the requirements of State and Federal grants the school has accepted.
7. None of the Committees shall cause or allow any decision, action, condition, or organizational circumstance that is illegal, imprudent, contrary to commonly accepted business practices and professional ethics, or contrary to the school's Charter and Mission.

Board Directed Standing Committees

1. Academic Excellence Committee:

The Academic Excellence Committee is commissioned by and responsible to the Board of Trustees to assume the primary role of working with the School's Director to define academic excellence, ensure that the School is aligned to the charter, and to devise clear and consistent measures to monitor progress toward achievement of these goals.

a. Membership:

- i. The board will appoint each July, two (2) board members to serve on this committee. One of the board members will be appointed by the Board to be the chair of the committee;
- ii. The Director will serve on this committee; and
- iii. The Academic Excellence Committee will invite other stakeholders to assist in fulfilling the responsibilities of the committee as appropriate or required by the state. The committee may use different Stakeholders for different responsibilities.

b. Responsibilities:

- i. The responsibilities of this committee may be expanded by direction of the Board of Trustees at any time.

c. Annual Stakeholders' Report:

- i. The Academic Excellence Committee has the responsibility to present to the Board each June during the Board of Trustees meeting, a written Stakeholder's Report. Once approved, this Stakeholder's Report will be made available to the public on the School's website; and
- ii. The Stakeholder's Report will include the following: School Community Council report, ACT and College Readiness report, state testing reports, graduation statistics, highlights and awards for the year. It may include other information as deemed appropriate by the Academic Excellence Committee or as directed by the Board of Trustees.

d. Health Education Committee:

- i. This committee will be comprised of individuals as outlined in state rule R277-474-3;
- ii. This committee will meet at a minimum of once every school year (May) to approve the Health Education Curriculum to be offered in the subsequent school year; and
- iii. This committee will comply with all aspects of state rule R277-474-

3. e. Testing Data Analysis:

- i. The Academic Excellence Committee is responsible for the analysis of the following testing of students: state required, in-house, ACT, and any other testing that demonstrates student performance in relation to the School's academic program; and
 - ii. The committee is responsible to present all data analyzed plus a summary of the data to the Board during each October's board meeting.
- f. School Lands Trust Committee (School Community Council):
- i. An additional member of the school staff will be elected annually by the staff to serve on the School Land Trust Committee for the current year;

ii. The School Land Trust Committee is given the responsibility to make a school plan consistent with Utah Code Section 53F-2-404 and submit the plan to the Board of Trustees for approval; and

iii. The Committee shall provide evidence and a summary report of the School Land Trust Plan's effectiveness in November of the following plan year.

2. Financial Accountability Committee:

a. Membership:

i. The board will appoint each July, three (3) board members to serve on this committee;

and ii. The Board's Treasurer will serve as the committee chair.

b. Responsibilities:

i. The responsibilities of this committee may be expanded by direction of the Board of Trustees at any time.

c. Governance:

i. The Financial Accountability Committee will insure proper accounting controls are implemented and utilized, prescribe and supervise the methods and systems of accounting to be followed, see that complete books and records of account are kept, prescribe and supervise an adequate system of internal audit, and oversee the preparation of statements of account showing the financial position of the School and the results of its operations;

ii. The Committee will present recommendations to the Board for ensuring tax and other required financial reports are filed properly and in a timely manner, as well as recommendations for employing external auditors; and

iii. The Financial Accountability Committee will conduct their own internal audits as deemed necessary by the committee. They will also work with the State auditors when necessary.

3. Executive Committee:

a. Membership:

i. The Executive Committee will be comprised of the Board's President, Vice President, and another board member appointed annually by the Board of Trustees each July; and

ii. The President of the Board will serve as the committee chair.

b. Responsibilities:

i. The responsibilities of this committee may be expanded by direction of the Board of Trustees at any time.

c. Governance:

i. The Executive Committee will ensure that the Board remains aware of and compliant with its by-laws;

ii. Reviews all of the by-laws annually as a committee;

iii. Makes recommendations to the Board of Trustees for any changes to the Board's by-laws;

iv. Responsible for the recruitment, interviewing, and background check compliance of potential new board members to be appointed by the Board or voted in by the parents of students of the School;

v. Conducts onboarding for new board members which includes training in Robert's Rules of Order, Proper Governance, and other training necessary for the new board member to contribute effectively;

vi. Plans or conducts regular training in Governance and other matters relevant to an effective governing board; and

vii. Conduct the parent election of Board members for seats 6 & 7 as outlined in the Board's by laws and recommend those elected to be appointed by the Board of Trustees.

d. Policies:

i. Reviews all Board policies with the Board of Trustees annually;

ii. Meets as a committee to review policies for compliance with state laws and the School's charter, mission, and vision. The committee will suggest revisions for policies to the Board as needed or directed by the Board of Trustees; and

iii. Writes new policies as directed by the Board of Trustees or as considered necessary by the committee. New policies will be presented to the Board of Trustees in an open meeting.

e. Director:

i. Reviews the Director's SMART goals in accordance with Board's bonus policy. Ensures the written SMART goals are included in the Director's wage agreement at the time an offer is extended to the Director. The committee shall submit the SMART goals for review by the board in a closed session prior to the Board President signing off on the Smart goals;

ii. Establish a policy for reviewing the Director on a tri-annual basis. Submit the policy for consideration by the Board of Trustees in an open meeting; and

iii. Conduct a tri-annual Director Performance Review.

f. Correspondence with the State:

i. Review or write all correspondence regarding the operation, functionality, or legal issues, and other relevant communications prior to any written document being sent to the State. This includes written correspondence by the Director of the School; and

ii. In case of an emergency or urgent response needed situation, the Director is authorized to respond on behalf of the school if every effort has been made to contact the Board President and/or Vice President.

LUMEN SCHOLAR INSTITUTE

2026–2027 Annual Vision

Excellence in Every Individual:

Board · Director · Principals · Teachers · Students

MISSION: 6 GOALS

Our mission is to inspire students to the highest level of achievement: EXCELLENCE.

<p style="text-align: center;">STUDENTS</p> <p>Students achieve excellence by receiving individualized education that supports their unique needs and strengths.</p> <hr/> <p>Measure: <i>Grades, test scores, graduation rates</i> Suggested Goal: x% of students meet individual growth targets; graduation rate \geq x% Goal: _____</p>	<p style="text-align: center;">TEACHERS</p> <p>Teachers achieve excellence by being equipped with the right resources, empowered to help choose them, guided by clear direction, and rewarded for high achievement.</p> <hr/> <p>Measure: <i>Survey, teacher retention, classroom goals</i> Suggested Goal: x% teacher retention; x%+ satisfaction on annual staff survey Goal: _____</p>	<p style="text-align: center;">CURRICULUM</p> <p>Lumen's curriculum charts the best path to excellence. It is loved by teachers, parents, and students, and drives the achievement of every academic goal.</p> <hr/> <p>Measure: <i>Surveys, grades, test scores, graduation rates</i> Suggested Goal: x%+ stakeholder satisfaction; all academic benchmarks met Goal: _____</p>
<p style="text-align: center;">TECHNOLOGY</p> <p>Lumen's technology powers excellence—user-friendly, fast, dependable, and backed by exceptional support.</p> <hr/> <p>Measure: <i>Survey, number of problems</i> Suggested Goal: Fewer than x support issues/month; x%+ satisfaction Goal: _____</p>	<p style="text-align: center;">CONNECTION</p> <p>Lumen builds excellence beyond the classroom—through extracurricular activities that spark genuine connection and lasting friendship.</p> <hr/> <p>Measure: <i>Surveys</i> Suggested Goal: x%+ student participation in extracurriculars; x%+ feel connected Goal: _____</p>	<p style="text-align: center;">VISION</p> <p>Individuals at every level are inspired to excellence because they see Lumen's vision reflected in its policies, practices and culture.</p> <hr/> <p>Measure: <i>Surveys</i> Suggested Goal: x%+ of all stakeholder groups affirm vision alignment in annual survey Goal: _____</p>

MOTTO: 3 GOALS

Learning starts with the individual.

<p style="text-align: center;">COMMUNICATION</p> <p>We value every individual—fostering safe, open communication where ideas are heard, differences welcomed, and the best assumed in one another.</p> <hr/> <p>Measure: <i>Surveys</i> Suggested Goal: x%+ of staff, parents, and students report feeling heard and valued Goal: _____</p>	<p style="text-align: center;">STABILITY</p> <p>We value every individual through stability, consistency, and reliability—where change is thoughtful, stakeholder-vetted, and anchored to our vision and goals.</p> <hr/> <p>Measure: <i>Surveys</i> Suggested Goal: 100% of major changes vetted by stakeholders; x%+ report confidence in consistency Goal: _____</p>	<p style="text-align: center;">AUTONOMY</p> <p>We value every individual through autonomy—setting clear expectations at every level, then trusting each person to lead within them. Board to director. Director to principals. Principals to teachers. Teachers to students.</p> <hr/> <p>Measure: <i>Surveys</i> Suggested Goal: x%+ at each level report meaningful autonomy within their defined scope Goal: _____</p>
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