C.S. LEWIS
ACADEMY
Instilling Accountability, Responsibility, Respect
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C.S. Lewis Academy Board of Trustees

Board Meeting Minutes

Date: June 30, 2026
Time: 3:02 p.m. – 3:07 p.m.
Location: C.S. Lewis Academy Conference Room

Board Members Present

- Debby Lewellyn, Board Vice Chair (Presiding)
- Royce Van Tassell, Board Member
- Toni Miller, Board Member
- Maria Garcia, Board Member
- Kacee Robins, Board Member

Administration Present

- Devin Leavitt, Executive Director
- Nate Adams, Business Manager

Board Members Absent

- Kimberly Muhlestein, Board Chair (Excused)

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1. Call to Order

Vice Chair Debby Lewellyn called the meeting to order at **3:02 p.m.** A quorum was present.

2. Public Comment

There were no members of the public present, and no public comments were received.

3. Action Item – FY2026 Year-End Budget Approval

The Board reviewed the FY2026 year-end budget. Administration reported that there were no substantive changes since the budget was presented at the previous meeting.

Discussion included acknowledgment that minor adjustments may occur during the annual audit process and as outstanding invoices and final expenditures are processed.

Motion: Royce Van Tassell moved to approve the FY2026 year-end budget as presented.

Second: Tony Miller.

Vote:

- Aye: Debby Lewellyn, Royce Van Tassell, Toni Miller, Maria Garcia, Kacee Robins
- Nay: None
- Abstentions: None

Motion carried unanimously.

4. Closed Session

The Board determined that a closed session was not necessary. No closed session was held.

5. Upcoming Board Meetings

The Board discussed the meeting schedule for the upcoming school year. Members agreed that a July meeting was not necessary and discussed scheduling the next regular board meeting for **August 4, 2026**, with the meeting time to be determined based on Board Chair Kimberly Muhlestein's availability.

Board leadership will coordinate with the Executive Director to finalize the annual board meeting calendar and ensure it is posted on the school's website.

6. Adjournment

Motion: Tony Miller moved to adjourn the meeting.

Second: Kacee Robins.

Vote: Motion passed unanimously by voice vote.

The meeting was adjourned at **3:07 p.m.**