

LOUISA MAY ALCOTT COMMUNITY SCHOOL BOARD MEETING AGENDA

Date: 8/11/2026

Time: 7:00 PM - 8:30 PM

Location: Remote (<https://teams.microsoft.com/meet/216264462463748?p=or7TJcyPyqMqG3AurE>)

Board of Directors – Official Meeting Agenda

1. WELCOME & CALL TO ORDER

Chair Carrie Ashcraft called the meeting to order at _____.

2. ROLL CALL

Present: _____

Excused: _____

Quorum (Check One):

☐ Quorum Present ☐ Quorum Not Present

3. PUBLIC NOTICE VERIFICATION

☐ Agenda posted on the school website at least 24 hours prior.

☐ Notice provided according to Utah Open & Public Meetings Act

Notes: _____

4. APPROVAL OF AGENDA

Motion to approve agenda by _____. Seconded by _____. Vote: _____.

5. APPROVAL OF PREVIOUS MEETING MINUTES

Motion to approve agenda by _____. Seconded by _____. Vote: _____.

6. DISCUSSION ITEMS

1. Review and approval of the following documents:

- a. Background Check Instructions for New [Employees](#) & [Volunteers](#), and others.
- b. [Authorization for Electronic Fingerprints \(LiveScan\)](#)
- c. [Fiscal Policy Document](#)

2. Establishing a Finance/Audit Committee (Minimum 3 members)

- a. See page 13 of the Fiscal Policy linked above
- b. Members of the Audit Committee will need to complete Modules 1 & 2 of training found [here](#) and finish by August 31st.

3. Discuss Oath of Office for new board members:

- a. Need to add this to the code of conduct/bylaws (amend bylaws)
- b. Read in an official board meeting and recorded - and sign.
- c. Review and approve [Oath of Office document](#)
 - i. Ken to send out through DocuSign pending approval.

4. Update on Building and Land

5. Update on Curriculum Materials

6. Update on Marketing

7. REPORTS (if applicable)

- a. Chair Report:
- b. Financial Report (Treasurer or Finance Committee):
- c. Committee Report:
 - Marketing:
 - Curriculum:
 - Family & Community Connections:
 - Other Committees:

8. ACTION ITEMS

Action Item: Motion _____. Second _____. Vote _____. Notes (if any)

9. ADJOURNMENT

Motion to adjourn by _____. Seconded by _____. Vote: _____.

Meeting adjourned at ____ PM.

NEXT MEETING DATE:

Date: 9/8/026

Time: 7:00 PM - 8:30 PM

Location: Remote