



Governing Board Meeting | February 17, 2022

Woods Cross Campus

2214 South 1250 West, Woods Cross, UT 84087

Thursday, February 17, 2022, 7:00 PM, In-Person/Virtual Meeting

Online Access: <https://us02web.zoom.us/j/89667704800>

Mission Statement of Legacy Preparatory Academy:

Legacy Preparatory Academy will cultivate intellectual and moral virtue according to classically based pillars of truth, goodness, and beauty.

Areas of Focus, Schoolyear 2021-2022

1. Management of successful k-9 transition and administrative restructure
2. (Re)Focus on classical education and branding
3. Timely progress of campus consolidation and construction, including prep. for physical consolidation
4. Board communication improvements (quality, cadence, transparency, etc.)
5. Mission/Vision/Values education and promotion
6. Physical and mental well-being of LPA staff and students
7. Promotion and measurement of high-quality educational practices as a core competency and marketing differentiation
8. Professional development for teachers and administrators
9. Monthly accountability and review/approval of board and school policies in accordance with a policy calendar
10. Process, policy, and procedure audit and remedy where appropriate
11. Board conducts meaningful and timely reviews of administrative staff

AGENDA

Business of the Governing Board

OPEN MEETING: ROLL CALL AND WELCOME – Al Pranno

- Public Comment
 - Review of public comment protocol and feedback
 - Online and in-person comment
 - 2022-2023 Fee Schedule and Fee Waiver Policy
- Consent Agenda
 - Approval of January 13, 2022 Board Meeting Minutes
 - Ratify New Hires

In compliance with the Americans with Disabilities Act, persons needing auxiliary communicative aids and services for these meetings should contact Kelsey Richardson at 801-444-9378 or kelsey@academicawest.com.



COMMITTEE REPORTS

- Audit Committee
- Policy Governance Committee
- Executive Committee
- Communication Update
- Discussion on creation and purpose of a Recruitment and Retention Committee

FINANCIAL REPORT – Roger Simpson

- Financial report review
- Key state reports

DISCUSSION & VOTING ITEMS

- Purchases over \$5000
- Award of Contract on Construction Invitation for Bids
- Remodel and Playground Budget
- 2022-2023 Calendar
- Board Rules of Order and Procedure and Public Comment Instructions
- Positive Behavior Plan

Business of Administration and Staff

DIRECTOR’S REPORT – Brandie Evans & Priscilla Stringfellow

- Success Celebrated!
- Health and Safety
- Organization Updates
- Enrollment Update
- Communication and Marketing
- Building Unification
- Education

CLOSED MEETING (if necessary): To discuss character, professional competence, physical or mental health of an individual (employee or student), and any of the following topics, if necessary: strategy sessions to discuss the purchase, exchange, lease or sale of real property; collective bargaining; or pending litigation, or other matters appropriate pursuant to statute(s).

ADJOURN

LPA Governing Board:

2022: Al Pranno (President), Andrew Lavin (Vice-President), Jim Collings (Member).

2023: Alisha Johnson (Treasurer), David Ray (Secretary).

2024: Lee Peterson (Member), Anna Mark (Member).

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Legacy Preparatory Academy

Proposed 2022-2023 Student Fee Schedule

The following student fees may be assessed to students of Legacy Preparatory Academy as follows:

REQUIRED FEES (For all fully and partially enrolled students in grades 7-9)		
GRADE	FEES FOR COURSE AND ACTIVITY SUPPLIES AND EXPENDITURES FUNDED BY FEES (SPEND PLAN)	TOTAL FEE
7-9	<ul style="list-style-type: none"> ● Required Class Supplies: \$50 ● Student Activity Supplies: \$30 	\$80

FEES FOR OPTIONAL CURRICULAR AND CO-CURRICULAR COURSES AND PROGRAMS (For all fully and partially enrolled students in grades 7-9)		
FEE DESCRIPTION	EXPENDITURES FUNDED BY FEE (SPEND PLAN)	TOTAL FEE
Art – 3D	<ul style="list-style-type: none"> ● Assorted art supplies 	\$55/semester
Art – Drawing 1 & 2	<ul style="list-style-type: none"> ● Assorted art supplies 	\$30/semester
Art – Foundations	<ul style="list-style-type: none"> ● Assorted art supplies 	\$40/semester
Band – Concert	<ul style="list-style-type: none"> ● Fees paid to LPA: music, general band supplies, t-shirt, guest instruction (\$50) ● Fees paid to third-party vendor: instrument rental (up to \$450) 	\$500
Band – Wind Ensemble	<ul style="list-style-type: none"> ● Fees paid to LPA: music, general band supplies, t-shirt, guest instruction (\$65) ● Fees paid to third-party vendor: instrument rental (up to \$450) 	\$515
Band – Instrument Rental	<ul style="list-style-type: none"> ● Upkeep on instrument 	\$50/semester
Dance – Ballroom	<ul style="list-style-type: none"> ● Fees paid to LPA: jacket and shirt, costume and supplies, team travel, individual/team entry fees (\$430) ● Fees paid to third-party vendor: shoes (boys and girls), leotard (girls) (\$70-\$144) 	\$574
Dance – Social	<ul style="list-style-type: none"> ● Fees paid to LPA: winter and spring competition supplies (\$10/semester) ● Fees paid to third-party vendor: shoes (up to \$42) 	\$52/semester
Dance – Contemporary	<ul style="list-style-type: none"> ● Team wear ● Costumes and supplies 	\$150
Debate	<ul style="list-style-type: none"> ● Jr Scholastic subscription ● Team T-shirt ● Tournament medals/trophies 	\$40

Guitar	<ul style="list-style-type: none"> ● Fees paid to LPA: music, general supplies (\$25) ● Fees paid to third-party vendor: guitar rental (up to \$200) 	\$225
Orchestra – 1st year (LPA instrument borrow)	<ul style="list-style-type: none"> ● Use of school instrument ● String/bow replacement ● Accessories/supplies ● Music ● T-shirt 	\$175
Orchestra – 1st year (Third party [not LPA] instrument rental)	<ul style="list-style-type: none"> ● Fees paid to LPA: music, t-shirt, quick repairs, supplies (\$100) ● Fees paid to third-party vendor: instrument rental (up to \$450) 	\$550
Orchestra – 2/3rd year (LPA instrument borrow)	<ul style="list-style-type: none"> ● Use of school instrument ● String/bow replacement ● Accessories/supplies ● Music ● T-shirt 	\$150
Orchestra – 2/3rd year (Third party [not LPA] instrument rental)	<ul style="list-style-type: none"> ● Fees paid to LPA: music, t-shirt, quick repairs, supplies (\$100) ● Fees paid to third-party vendor: instrument rental (up to \$450) 	\$550
Spanish II	<ul style="list-style-type: none"> ● T-shirt, supplies 	\$14
Student Body Officers	<ul style="list-style-type: none"> ● School SBO Sweater, supplies 	\$65
Theater – Advanced Musical	<ul style="list-style-type: none"> ● Fees paid to LPA: costumes, music, scripts, choreographer/set design stipend, t-shirt, supplies (\$225) ● Fees paid to third-party vendor: dance shoes, costume (\$70) 	\$295
Theater – Intermediate Musical	<ul style="list-style-type: none"> ● Fees paid to LPA: costumes, music, scripts, choreographer/set design stipend, t-shirt, supplies (\$115) ● Fees paid to third-party vendor: dance shoes, costume (\$85) 	\$200
Theater – Drama 1	<ul style="list-style-type: none"> ● Costumes, scripts, set design stipend, t-shirt, supplies 	\$30
Theater – Drama 2	<ul style="list-style-type: none"> ● Scripts, set design stipend, costumes 	\$30
Theater – Intro to film	<ul style="list-style-type: none"> ● Film rental, scripts, supplies 	\$25/semester
Theater – Technical	<ul style="list-style-type: none"> ● Scripts 	\$40

**FEEES FOR OPTIONAL AFTER-SCHOOL CLUBS, ACTIVITIES, AND SPORTS
(For participating students in grades identified below)**

FEE DESCRIPTION	EXPENDITURES FUNDED BY FEE (SPEND PLAN)	TOTAL FEE
Basketball boys/girls (grades 6-9)	<ul style="list-style-type: none"> • Fees paid to LPA: team supplies, league fees, team spirit wear, coach stipend (\$120) • Fees paid to third-party vendor: end of season dinner (up to \$15) 	\$135
Cross Country co-ed (grades 5-9)	<ul style="list-style-type: none"> • Fees paid to LPA: team supplies, league fees, team spirit wear, coach stipend (\$70) • Fees paid to third-party vendor: end of season dinner (up to \$15) 	\$85
Soccer boys/girls (grades 6-9)	<ul style="list-style-type: none"> • Fees paid to LPA: team supplies, league fees, team spirit wear, coach stipend (\$100) • Fees paid to third-party vendor: end of season dinner (up to \$15) 	\$115
Ultimate Frisbee co-ed (grade 6-9)	<ul style="list-style-type: none"> • Fees paid to LPA: team supplies, league fees, team spirit wear, coach stipend (\$25) • Fees paid to third-party vendor: food for game day (up to \$10) 	\$35
Volleyball boys/girls (grades 6-9)	<ul style="list-style-type: none"> • Fees paid to LPA: team supplies, league fees, team spirit wear, coach stipend (\$125) • Fees paid to third-party vendor: navy blue spandex shorts, end of season dinner (up to \$45) 	\$170
Basketball Intramurals (5-6)	<ul style="list-style-type: none"> • T-shirt, coach stipend 	\$20
Musical (grades 3-4)	<ul style="list-style-type: none"> • Fees paid to LPA: costumes, scripts, director stipend, supplies, t-shirt, choreographer, set design (\$75) • Fees paid to third-party vendor: dance shoes, costume (up to \$60) 	\$135
Clubs (grades 3-9)	<ul style="list-style-type: none"> • Supplies 	\$10/club
Musical (grade 5-6)	<ul style="list-style-type: none"> • Fees paid to LPA: costumes, scripts, director stipend, supplies, t-shirt, choreographer, set design (\$100) • Fees paid to third-party vendor: dance shoes, costume (up to \$60) 	\$160
Admissions/Ticket sales (grades K-9)	<ul style="list-style-type: none"> • Administrative costs, supplies for activity 	Up to \$25
Late Pick up Fine	<ul style="list-style-type: none"> • Administrative costs 	\$15

PER STUDENT ANNUAL MAXIMUM FEE AMOUNT FOR SCHOOL YEAR: \$2500

This amount reflects the total student fees any student would be required to pay if the student participated in all courses, programs, and activities provided, sponsored, or supported by the school for the year.

Notice to Parents: Your student may be eligible to have one or more of their fees waived. If your student files a fee waiver request with the school and the request is denied, you may appeal the school's decision.

Other Information:

1. Fee Waivers are available for eligible families in the Office, the website, or you can access the form at [Fee waiver K-6](#) or [Fee waiver 7-9](#). Please make sure the form is for the current year. A new fee waiver application must be submitted each school year.
2. More information about LPA's fee policies can be found in the Parent Student Handbook under Fees and Fee Waivers.
3. All fees listed are the maximum amounts charged per pupil for each class or school-sponsored activity. Actual amount charged may be less.
4. All students are responsible to pay for any loss, breakage, or damage they cause to school property. Loss, breakage, or damage is not subject to the fee waiver requirement.

Legacy Preparatory Academy School Fees Policy

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I. PURPOSE

Legacy Preparatory Academy Governing Board adopts this policy to provide for the orderly establishment and management of a system of reasonable fees; to provide adequate notice to families of fees and fee waiver requirements; to establish a fair and efficient process for granting fee waivers; and to prohibit practices that would exclude students unable to pay fees from participation in school-sponsored activities or create a burden on a student or family as to have a detrimental impact on participation.

II. POLICY

- A. A school, school official, or employee may not charge or assess a fee or request or require something of monetary value as a condition to a student's participation in an activity, class, or program provided, sponsored, or supported by a school including for a co-curricular or extra-curricular activity, unless the fee has been approved by and included in the Legacy Prep Governing Board fee schedule.
- B. To preserve equal opportunity for all students and to limit diversion of money and school and staff resources from the basic school program, Legacy Prep shall limit student expenditures and school-sponsored activities, including expenditures for uniforms, clubs, clinics, travel, and subject area and vocational leadership organizations, whether local, state, or national.
- C. Legacy Prep shall provide notice to a parent of each student attending the school of all current fee schedules and the opportunity for fee waivers prior to the student being registered for a course, activity, or program to enable the parent and student to make an informed decision prior to committing to the student's enrollment or participation.
- D. Legacy Prep shall provide an opportunity for a parent to apply to have one or more fees waived (or be provided alternatives to waivers) and shall grant requested fee waivers (or alternatives to waivers) to students who are eligible under the provisions of this policy.
- E. A school may only collect a fee for an activity, class, or program provided, sponsored, or supported by a school consistent with Legacy Preparatory Academy policies and state law.

III. ESTABLISHING A FEE SCHEDULE

- A. "Fee" means a charge, expense, deposit, rental, or payment:
 - 1. regardless of how it is termed, described, requested, or required directly or indirectly;
 - 2. in the form of money, goods, or services; and
 - 3. that is a condition to a student's full participation in an activity, course, or program that is provided, sponsored, or supported by an LEA.

- B. "Fee" includes:
 1. money or something of monetary value raised by a student or the student's family through fundraising;
 2. charges or expenditures for a school field trip or activity trip, including related transportation, food, lodging, and admission charges;
 3. payments made to a third party that provides a part of a school activity, class, or program
 4. charges or expenditures for classroom: a. textbooks; b. supplies; or c. materials;
 5. charges or expenditures for school activity clothing; and 6. a fine, other than a fine identified in the subsection below.
- C. "Fee" does not include:
 1. a student fine specifically approved by the Board for:
 - a. failing to return school property;
 - b. losing, wasting, or damaging private or school property through intentional, careless, or irresponsible behavior, or as described in Section 53G-8-212; or
 - c. improper use of school property, including a parking violation;
- D. a payment for school breakfast or lunch;
- E. a deposit that is:
 - a. a pledge securing the return of school property that is refunded upon the return of the school property; or
 - b. a charge for insurance, unless the insurance is required for a student to participate in an activity, course, or program or
- F. Charges associated with a student's participation in a non-curricular club.

IV. FEE SETTING PROCESS

- A. Legacy Prep, in consultation with stakeholders, will develop a proposed fee schedule and policies to submit to the Board. When determining a fee proposal for Board approval, staff may consider the following factors:
 1. the school's cost to provide the activity, class, or program;
 2. the school's student enrollment;
 3. the median income of families:
 - a. •within the school's boundary; or
 - b. •enrolled in the school;
 4. the number and monetary amount of fee waivers, designated by individual fees, annually granted within the prior three years;
 5. the historical participation and school interest in certain activities;
 6. the prior year fee schedule;
 7. the amount of revenue collected from each fee in the prior year;
 8. fund-raising capacity;
 9. prior year community donors; and

10. other resources available, including through donations and fundraising.

B. Board Approval of Fee Schedules and Policies

1. The Board shall annually review the provisions of this policy.
2. Fee schedules and policies for the Legacy Prep shall be adopted by the Board on or before April 1st of each year in a regularly scheduled public meeting of the Board.
3. Adoption of Legacy Prep’s fee schedule may not be delegated to a community council, staff member, or any other advisory committee or group.
4. Prior to adopting the annual fee schedule, the Board shall encourage public participation in the process and provide an opportunity for the public to comment on the proposed fee schedule during a minimum of two public meetings of the Board.
5. The Board shall provide notice of the meetings:
 - a. to the public in accordance with the Utah Open and Public Meetings Act; and
 - b. to parents and students using the same form of communication regularly used by the Legacy Prep to communicate with parents, including notice by e-mail, text, flyer, or phone call.
6. Minutes of the Board meeting during which the fee and fee policies are adopted together with copies of the approved policy and fee schedule shall be kept on file and made available upon request as required by UCA 52-4-203. 7. The Board may adopt amended fee schedules after the April 1st date following the same approval process used for the original fee schedule.

C. Fee Schedule Requirements

1. The Board’s adopted fee schedule shall include:
 - a. a specific amount for each fee;
 - b. if a student is responsible for multiple fees related to one activity, class, or program, a clear and easy to understand delineation of each fee and the fee total for each activity, class, or program;
 - c. **Beginning with the 2020-2021 school year:**
 - i. a per student annual maximum aggregate fee amount that Legacy Prep may charge a student for the student’s participation in all courses, programs, and activities provided, sponsored, or supported by a school for the year;
 - ii. a maximum fee amount per student for each activity;
 - iii. a spend plan for the revenue collected from each fee charged. The spend plan for each fee charged should provide students, parents, and employees transparency by identifying the fee’s funding uses. The fee’s corresponding spend plan shall include a list or description of anticipated types of expenditures, for the current fiscal year or as carryover for use in a future fiscal year, funded by the fee charged.

D. Considerations in setting maximum fees

1. Legacy Prep is given wide latitude in setting fee maximums. Maximums have been set to protect students and families from unreasonable expenditures in order to participate in classes, activities, or programs. Fee waivers are not funded by school fees, and are funded through unrestricted State revenues or other unrestricted local revenues.

2. The amount of revenue raised by a student through voluntary individual fundraisers or required group fundraisers shall be included as part of the maximum fee amount per student for the activity and maximum total aggregate fee amount per student.
3. **Beginning with the 2020-2021 school year**, students and parents who do not qualify for fee waivers may not be required to pay an increased fee amount to make-up for or cover the costs of students and families who qualify for fee waivers.
 - a. In calculating the expense incurred by Legacy Prep in relation to an individual student, the cost of providing fee waivers to fee waiver eligible students may not be considered.
 - b. Schools may notify students and families that they may voluntarily pay an increased fee amount or provide a donation to assist in covering the costs of other students and families.
4. **Beginning with the 2021-2022 school year**, a fee shall be equal to or less than the expense incurred by Legacy Prep to provide for a student activity, course, or program.
 - a. An additional fee may not be charged, or a particular fee may not be increased to supplant or subsidize another fee.
5. A fee listed on a school fee schedule is the maximum amount which may be charged per student for a class or school sponsored or supported activity including uniforms, travel, and clinics, regardless of whether the activity is labeled as curricular, co-curricular or extra-curricular. The actual amount charged may be less.

V. FEES FOR CLASSES AND ACTIVITIES DURING THE REGULAR SCHOOL DAY

A. Elementary Schools

1. No fee may be charged in kindergarten through grade six for any regular school day activity including assemblies and field trips or for any snacks, materials, textbooks, instructional or school supplies, or fundraising such as “dress down days” except as provided in Subsection 2 below.
2. An elementary school or teacher may provide to a student’s parent or guardian a suggested list of student supplies, as defined in this policy, for use during the regular school day so that a parent or guardian may furnish, on a voluntary basis, those supplies for student use. Such a list must include the following language: *“Notice: The items on this list will be used during the regular school day. They may be brought from home on a voluntary basis, otherwise, they will be furnished by the school.”*
3. The school must provide any necessary school supplies not voluntarily furnished by a parent or guardian.

B. Secondary Schools

1. Fees may be charged in connection with an activity, class, or program provided, sponsored, or supported by a school for a student in a secondary school that takes place during the regular school day if the fee is on the Board approved fee schedule.
2. All fees are subject to the fee waiver provisions of this policy.
3. If a secondary class is established or approved, which requires payment of fees or purchase of items for students to participate fully and to have the opportunity to acquire all skills and knowledge required for full credit or highest grades, the fees or costs for the class must be approved by and appear on the Board fee schedule and shall be subject to the fee waiver provisions of this policy.
4. A school may require a secondary student to provide student supplies as defined in this policy.
5. If a school requires special shoes or items of clothing that meet specific requirements, including requesting a specific color, style, fabric, or imprint, the cost of the special shoes or items of clothing are considered a fee, and subject to fee waiver.
6. **Beginning in the 2022-2023 school year schools may not charge a fee for:**
 - a. a textbook. A textbook fee may only be charged for concurrent enrollment or advanced placement courses, and these fees are subject to fee waivers.
 - i. "Textbook" means instructional material necessary for participation in a course or program, regardless of the format of the material including:
 - a) books, printed materials, and consumable workbooks;
 - b) computer hardware, software, or digital content; and
 - c) cost of maintenance and replacement as a result of normal use.
 - ii. "Textbook" does not include instructional equipment.
7. Remedial courses and credit recovery fees are subject to all school fee requirements. These fees shall be placed on the LEAs fee schedule and are subject to fee waivers. Additionally, beginning with the 2022-23 school year, any instructional material provided for a student to complete a remedial course or credit recovery, is considered a textbook and therefore shall be provided free of charge.
8. Schools **may charge a fee** for instructional equipment subject to fee waivers.
 - a. "Instructional equipment" means equipment or supplies required for a student to use as part of a secondary course that become the property of the student upon exiting the course.
 - b. "Instructional equipment" includes course related tools or instruments.
9. Legacy Prep may charge the cost to access software, digital content, or other instructional materials that are required as part of an activity, course or program. These fees are subject to fee waiver.

VI. PROJECT RELATED COURSES

- A. In project related courses, projects required for course completion shall be free to all elementary school students and included in the approved course fee and be waivable for secondary students.
- B. A school may require a student at any grade level to provide materials or pay for an additional discretionary project if the student chooses and the course teacher approves a project in lieu of, or in addition to, a required classroom project. The additional costs for the alternate project are not subject to fee waiver.
- C. A school shall avoid allowing high cost additional projects, particularly if authorization of an additional discretionary project results in pressure on a student by teachers or peers to also complete a similar high cost project.
- D. A school or teacher may not require a student to select an additional project as a condition to enrolling, completing, or receiving the highest possible grade for a course.

VII. SCHOOL ACTIVITIES OUTSIDE OF THE REGULAR SCHOOL DAY

- A. Fees may be charged in connection with any school-sponsored program or activity, that does not take place during the regular school day, regardless of the age or grade level of the student, if:
 - 1. participation in the activity is voluntary;
 - 2. the fee is on the Board approved fee schedule;
 - 3. the amount collected from the student is equal to or less than the maximum fee amount on the approved fee schedule;
 - 4. the fee revenue is collected in compliance with Legacy Prep's financial policies;
 - 5. fee revenue is expended in compliance with the spend plan;
 - 6. the fee is subject to the fee waiver requirements; and
 - 7. for elementary schools, the student's participation in the activity does not affect a student's grade or ability to participate fully in any course taught during the regular school day.
- B. Schools that provide, sponsor, or support an activity, class, or program outside of the regular school day or school calendar are subject to the provisions of this policy regardless of the time or season of the activity, class, or program.

VIII. NOTICE TO PARENTS

- A. Each school shall annually publish the Board's approved fee schedule, including fee maximums, and fee waiver policies on the school's website in an easily accessible location.

- B. The parent of each student shall be provided a copy of the fee schedule, fee waiver policies, and the school fee documents required by Utah Administrative Code R277-407-6 annually in the school's registration materials and upon registration to the parent of a student who enrolls after the initial registration period.
- C. Upon request, the school shall provide printed copies of school fee schedules, waiver policies, and documents to a parent or guardian who is unable or chooses not to access them through Legacy Prep's website.
- D. If more than 20% of the student or parent population of Legacy Prep uses a single language other than English as their first language, Legacy Prep will publish the fee schedule and fee waiver policies in the language of those families.
- E. The administrator of a school shall make arrangements for a Legacy Prep representative to meet personally with each student's parent or family and make available an interpreter for the parent to understand the fee schedule and waiver policies when the student or parent's first language is a language other than English and Legacy Prep has not published the information in the parent's first language.

IX. FEE WAIVERS

A. General Fee Waiver Provisions

1. "Waiver" or "fee waiver" means a full release from the requirement or payment of a fee and from any provision in lieu of a fee payment.
2. All fees are subject to fee waiver unless specifically identified as a non-waivable charge in this policy or UAC R277-407.
3. A school is not required to waive a non-waivable charge.
4. To ensure that no student is denied the opportunity to participate in a class or school sponsored or supported activity because of an inability to pay a fee, each school will provide for adequate waivers or other provisions in lieu of fee waivers.
5. The process for obtaining a fee waiver, pursuing an alternative to fee waiver, or appealing the denial of a fee waiver shall be administered confidentially, fairly, objectively, without delay, and in a manner that avoids stigma, embarrassment, undue attention, and unreasonable burdens on students and parents.
6. A student receiving a fee waiver or other provisions in lieu of a fee shall not be treated differently from other students or identified to students, staff members, or other persons who do not need to know of the waiver.

7. Any requirement that a student pay a fee is suspended during any period in which the student's eligibility for a fee waiver is being determined or a denial of a fee waiver is being appealed.

B. Fee Waiver Eligible Charges

Fees for the following are waivable regardless of whether they are held during the regular school day, during the regular school year, outside of the regular school day, outside of the regular school year, or during the summer:

1. An activity, class, or program that is:
 - a. primarily intended to serve school-age children; and
 - b. taught or administered, more than inconsequentially, by a school employee as part of the employee's assignment.
2. An activity, class, or program that is explicitly or implicitly required:
 - a. as a condition to receive a higher grade, or for successful completion of a school class or to receive credit, including a requirement for a student to attend a concert or museum as part of a music or art class for extra credit; or
 - b. as a condition to participate in a school activity, class, program, or team, including, a requirement for a student to participate in a summer camp or clinic for students who seek to participate on a school team, such as cheerleading, football, soccer, dance, or another team.
3. An activity or program that is promoted by a school employee, such as a coach, advisor, teacher, school-recognized volunteer, or similar person, during school hours where it could be reasonably understood that the school employee is acting in the employee's official capacity.
4. Admission, entrance, or gate fees for student attendance to an event or activity provided, sponsored, or supported by Legacy Prep including:
 - a. athletic competitions;
 - b. music or theater program performances; and
 - c. parent teacher organization activities.
5. An activity or program where full participation in the activity or program includes:
 - a. travel for state or national educational experiences or competitions;
 - b. debate camps or competitions; or
 - c. music camps or competitions.
6. A concurrent enrollment, CTE, or AP course.
7. Activity clothing required to be worn by a student when participating as a club, school group, or team such as matching jackets, hoodies, t-shirts or other like clothing.
8. Official curricular, co-curricular, and extra-curricular club or team uniforms that are required for student participation.

C. Non-waivable Charges

Non-waivable charges are costs, payments, or expenditures which are not considered to be school fees and are not subject to fee waivers.

1. Non-waivable charges include a personal discretionary charge or purchase for:
 - a. insurance, unless the insurance is required for a student to participate in an activity, class, or program;
 - b. college credit related to the successful completion of a concurrent enrollment class or an advanced placement examination; and
 - c. a personal consumable item such as a yearbook, class ring, letterman jacket or sweater, or other similar item, except when requested or required by a school as a condition to a student's participation.

2. Charges designated by Utah Code, federal law, or administrative rule not to be a fee are non-waivable charges including:
 - a. tuition for nonresident out-of-state students and foreign students, foreign student transcript translation fees and I-20 form processing charges;
 - b. a charge for an activity, class, program, that meets the criteria of a noncurricular club as described in Utah Code Title 53G, Chapter 7, Part 7, Student Clubs;
 - c. a charge for a school breakfast or lunch;
 - d. a fine for improper use of school property, including a parking violation; or
 - e. a fine for replacement of damaged or lost school property in accordance with Utah Code Ann. §53G-8-212.
 - i. If the student and the student's parent are unable to pay for damages or if it is determined by the school in consultation with the student's parent that the student's interests would not be served if the parent were to pay for the damages, the school may provide for a program of work the student may complete in lieu of the payment.
 - ii. No fine may be assessed for damages which may be reasonably attributed to normal wear and tear.

3. **School Uniforms**
 - a. School uniforms are not fees nor are they fee waiver eligible.
 - i. A school uniform is any clothing which is required to be in compliance with Legacy Prep's dress code;
 - a) LPA's school uniform is not a fee since the uniform is not expensive or prescriptive;
 - b) uniform is prescriptive if it can only be purchased from one source or requires specific brands of clothing or very specific colors.

D. Fee Waiver Administrator

1. The School Principal at each campus shall designate at least one person at the appropriate administrative level to act as the "Fee Waiver Administrator." The designated individual shall:

- a. be trained in and have a knowledge and understanding of school fees, the fee waiver process, and student data privacy laws; and
 - b. work in an appropriate setting to facilitate confidential conversations and documents.
2. The Fee Waiver Administrator shall be responsible to:
 - a. review fee waiver applications and verification documents;
 - b. grant or deny fee waiver requests;
 - c. compile all logs and maintain fee waiver documents in compliance with the Family Educational Rights and Privacy Act (FERPA); and
 - d. report fee waiver information.
3. The Fee Waiver Administrator's contact information will be available on the school's website with other school fee information and in student registration materials.
4. A student may not assist in the fee waiver approval process.

E. Application process details

1. Single Application for Entire Family:

- a. A family having more than one student enrolled at Legacy Prep may submit one application which will determine eligibility for fee waivers for all students in the family. The application for fee waiver must be submitted to the school at which the oldest student is enrolled and clearly identify the names, grade levels, and schools of attendance of the other students in the family.

2. Duration of Fee Waiver:

- a. A student must reapply for fee waiver each school year.
- b. Once granted, a fee waiver lasts for the duration of the school year in which it was granted or circumstances of the family change.

3. Change of Circumstances:

- a. If a student or their family experiences a change of financial circumstances so that the waiver eligibility no longer exists or that the eligibility does exist, the Fee Waiver Administrator at the student's school of enrollment may charge or waive a proportional share of the fees for a reduced fee for the remainder of the fee waiver period.

4. Fee Waiver Application Process

- a. A school shall use the standardized state board school fees notice and fee waiver applications to inform parents of the process of obtaining a fee waiver.
- b. The application for fee waiver shall be included on each school's website.
- c. The fee waiver request process shall have no visible indicators that could lead to identification of fee waiver applicants.

- d. A parent or student desiring to have one or more fees waived shall submit a completed fee waiver application and verification of eligibility to the Fee Waiver Administrator.

F. Fee waiver eligibility

1. Eligibility Verification

- a. A student is eligible for and will be granted a fee waiver if the Fee Waiver Administrator receives a completed application and verification of one of the following from the student or parent:
 - i. The student's family income qualifies under the levels set by the State Superintendent and the parent provides verification in the form of income statements, pay stubs, or tax returns:
 - a) these levels are set to correspond to the income levels for the federal free lunch program and may be found at schools.utah.gov/schoolfees on the fee waiver application form;
 - b) all income received by the household is considered including salary, public assistance benefits, social security payments, pensions, unemployment compensation and child support payments.
 - ii. The student receives Supplemental Security Income (SSI) and the parent provides benefit verification documents from the Social Security Administration.
 - iii. The student's family receives Temporary Assistance for Needy Families (TANF) and the parent provides benefit verification from the Utah Department of Workforce Services for the period for which the fee waiver is sought which may be in the form of an electronic screenshot of eligibility determination or status.
 - iv. The student is in foster care through the Division of Child and Family Services; or is in state custody and the individual seeking the waiver provides the youth in care required intake form and school enrollment letter, provided by a caseworker from the Utah Division of Child and Family Services or the Utah Juvenile Justice Department.
- b. A school shall ensure that a fee waiver or other provision in lieu of fee waiver is available to any student whose parent is unable to pay.
 - i. A Fee Waiver Administrator may grant a fee waiver to a student, on a case-by-case basis, who does not qualify for a fee waiver under the criteria above, but who, because of extenuating circumstances is not reasonably capable of paying the fee.
 - ii. An opportunity will be provided for those requesting a fee waiver under this standard to meet privately with the campus principal to discuss their situation and potential eligibility for fee waiver.
 - iii. Verification may be collected as appropriate for the situation.

G. Notification of Eligibility

- 1. After reviewing the documentation provided by the student and the student's parent, the Fee Waiver Administrator will approve or deny the fee waiver request.

2. The Fee Waiver Administrator shall not retain required fee waiver verification documents or copies of the verification documents but will keep the following information as a log or record:
 - a. That the student’s eligibility was verified;
 - b. The name and position of the person who reviewed the verification documents;
 - c. The date it was verified; and
 - d. The type of documentation used to verify eligibility.
3. The Fee Waiver Administrator shall maintain documentation of the following:
 - a. The school year the request was submitted;
 - b. The type and amount of fees requested to be waived;
 - c. Whether the request was approved or denied;
 - d. If approved, the type and amount of fees which were waived.
4. The Fee Waiver Administrator shall provide written notice of the decision to grant or deny a fee waiver request to the student’s parent using the standardized state board fee waiver decision and appeal form.
5. If a fee waiver request is denied, the written notice of decision shall include the reason the request was denied and a copy of the appeal process and appeal form.

H. Appeal Process

1. A student or the student’s parent may appeal the decision to deny a fee waiver request by completing and submitting the appeal form included with the denial or found on the school website to the Executive Director within 10 school days of receiving notice of denial.
2. The school shall contact the parent within two weeks after receiving the appeal and schedule a meeting with the Executive Director to discuss the parent’s concerns.
3. If after meeting with the Executive Director the waiver is still denied, the parent may appeal, in writing, within ten (10) school days of receiving notice of denial, to Legacy’s Governing Board.

X. ALTERNATIVES TO WAIVERS

- A. Please refer to this link: <https://www.schools.utah.gov/file/664167f6-52ec-43ca-93aa-dc0d36bef984>

XI. COLLECTION OF SCHOOL FEES

- A. A school may make an installment payment plan available to a parent or student to pay for a fee, however, an installment payment plan may not be required in lieu of a fee waiver.

- B. A student may not collect or receive student fees from other students or parents.
- C. A school may pursue reasonable methods for collecting student fees, but may not, as a result of unpaid fees:
 1. exclude a student from a school, an activity, class, or program that is provided, sponsored, or supported by Legacy Prep during the regular school day;
 2. refuse to issue a course grade; or
 3. deny a former or current student receipt of official student records, including written or electronic class schedules, grade reports, diplomas, or transcripts.
- D. A school may impose a reasonable charge to cover the cost of duplicating, mailing, or transmitting transcripts and other school records.
- E. A school may not charge for duplicating, mailing, or transmitting copies of school records to an elementary or secondary school in which a former student is enrolled or intends to enroll.
- F. If a school's property has been lost or willfully cut, defaced, or otherwise damaged, the school may withhold the issuance of an official written grade report, diploma, or transcript of the student responsible for the damage or loss until the student or the student's parent has paid for the damages in accordance with 53G-8-212(2)(a).
- G. Notwithstanding Subsection D, a school may not withhold any records required for student enrollment or placement in a subsequent K-12 school.

XII. FUNDRAISING

- A. Any fundraising activity must be approved and conducted in accordance with Legacy Prep's Fund Raising Policy.
- B. A school may not authorize, establish, or allow for required individual fundraising.
- C. A school may allow optional individual fundraising opportunities for students to raise money to offset the cost of the student's fees.
- D. A school may allow for group fundraisers.
- E. A school shall not deny a student membership in or participation on a team or group or in an activity based on the student's non-participation in a fundraiser.
- F. Schools seeking to use alternative methods of raising revenue must comply with Legacy Prep's Fundraising Policy and UAC R277-113.

XIII. DONATIONS IN LIEU OF FEES

- A. A school may not request or accept a donation in lieu of a fee from a student or parent unless the activity, class, or program for which the donation is solicited will otherwise be fully funded by Legacy Prep and receipt of the donation will not affect participation by an individual student.
- B. A donation is a fee if a student or parent is required to make the donation as a condition to the student's participation in an activity, class, or program.
- C. Legacy Prep's level actions to solicit or accept a donation or contribution must be in compliance with all Board policies, must clearly state that donations and contributions by a student or parent are voluntary, and may not place any undue burden on a student or family.
- D. Legacy Prep may raise money to offset the cost to Legacy Prep attributed to fee waivers granted to students.

XIV. SCHOOL REPORTING REQUIREMENTS

- A. Each school principal and Legacy Preparatory Academy Board Chair shall submit a Certification of Compliance annually affirming compliance with the provisions of this policy.
- B. The Executive Director shall submit a Certification of Compliance annually affirming compliance with the provisions of this policy and submit the following forms:
 1. Student Fee Schedule with Spend Plan
 2. School Fee Policy
 3. School Fee Waiver Policy
 4. Notice of Fee Waiver Criteria provided by the LEA to student's parents
- C. Each school shall maintain records and submit documentation to State Board of Education annually of:
 1. number of students enrolled as of October 1
 2. number of students granted fee waivers
 3. dollar amount of fees waived
 4. number of students who worked in lieu of fee waivers
 5. dollar amount of fees collected from students
 6. dollar amount of fees collected from students for curricular activities
 7. dollar amount of fees collected from students for co-curricular activities
 8. dollar amount of fees collected from students for extra-curricular activities

XV. TRAINING

Legacy Prep Executive Director shall provide for annual training of Legacy Prep employees on fee related policies enacted by the Board specific to each employee's job function.

XVI. PENALTIES FOR VIOLATION OF SCHOOL FEE POLICY

- A. Any administrator, teacher, advisor or coach who knowingly violates the authorized fee schedule and financial policies as approved annually by the Board will be subject to disciplinary action as outlined by Legacy Prep's Policy.
- B. Monies collected beyond the approved fee schedule will be refunded by the school back to the individual student(s).
- C. If a school violates the authorized fee schedule and financial policy, the Board may impose the following:
 - 1. Issue a letter of reprimand to the individual(s) and/or school.
 - 2. Restrict participation in Legacy Prep, group or state level activities.
 - 3. Drop the school from membership and prohibit participation in any or all Utah High School Activities Association (UHSAA) sponsored activities.
 - 4. The principal, teacher, coach/advisor, and/or the school may be assessed a fine not to exceed \$200.

XVII. DEFINITIONS

Definitions applicable to this policy are intended to be consistent with UAC R277-407. In the case of a discrepancy, the administrative code shall prevail.

- A. "Co-curricular activity" means an activity, course, or program, outside of school hours, that also includes a required regular school day program or curriculum.
- B. "Curricular activity" means an activity, a course, or a program that is:
 - 1. provided, sponsored, or supported by an LEA; and
 - 2. conducted only during school hours.
- C. "Extra-curricular activity" means an activity or program for students, outside of the regular school day, that:
 - 1. is sponsored, recognized, or sanctioned by an LEA; and
 - 2. supplements or compliments, but is not part of, the LEA's required program or regular curriculum.
- D. "Fundraiser," "fundraising," or "fundraising activity" means an activity or event provided, sponsored, or supported by a school that uses students to generate funds to raise money to:
 - 1. provide financial support to a school or any of the school's classes, groups, teams, or programs; or
 - 2. benefit a particular charity or for other charitable purposes.
- E. "Fundraiser," "fundraising," or "fundraising activity" may include:

1. the sale of goods or services;
 2. the solicitation of monetary contributions from individuals or businesses; or
 3. other lawful means or methods that use students to generate funds.
- F. "Fundraiser," "fundraising," or "fundraising activity" does not include an alternative method of raising revenue without students.
- G. "Group fundraiser" or "group fundraising" means a fundraising activity where the money raised is used for the mutual benefit of the group, team, or organization.
- H. "Individual fundraiser" or "individual fundraising" means a fundraising activity where money is raised by each individual student to pay the individual student's fees.
- I. "Noncurricular club" has the same meaning as that term is defined in Section 53G-7-701.
- J. "Provided, sponsored, or supported by a school" means an activity, class, program, fundraiser, club, camp, clinic, or other event that:
1. is authorized by an LEA or school, according to local education board policy; or
 2. satisfies at least one of the following conditions:
 - a. the activity, class, program, fundraiser, club, camp, clinic, or other event is managed or supervised by an LEA or school, or an LEA or school employee;
 - b. the activity, class, program, fundraiser, club, camp, clinic, or other event uses, more than inconsequentially, the LEA or school's facilities, equipment, or other school resources; or
 - c. the activity, class, program, fund-raising event, club, camp, clinic, or other event is supported or subsidized, more than inconsequentially, by public funds, including the school's activity funds or minimum school program dollars.
- K. "Provided, sponsored, or supported by a school" does not include an activity, class, or program that meets the criteria of a noncurricular club as described in Title 53G, Chapter 7, Part 7, Student Clubs.
- L. "Provision in lieu of fee waiver" means an alternative to fee payment or waiver of fee payment.
- M. "Provision in lieu of fee waiver" does not include a plan under which fees are paid in installments or under some other delayed payment arrangement.
- N. "Regular school day" has the same meaning as the term "school day" described in Section R277-419-2.
- O. "Requested or required by an LEA as a condition to a student's participation" means something of monetary value that is impliedly or explicitly mandated or necessary for a student, parent, or family to provide so that a student may:
1. fully participate in school or in a school activity, class, or program;
 2. successfully complete a school class for the highest grade; or
 3. avoid a direct or indirect limitation on full participation in a school activity, class, or program, including limitations created by:
 - a. peer pressure, shaming, stigmatizing, bullying, or the like;
 - b. or withholding or curtailing any privilege that is otherwise provided to any other student.

- P. "Something of monetary value" means a charge, expense, deposit, rental, fine, or payment, regardless of how the payment is termed, described, requested or required directly or indirectly, in the form of money, goods or services.
- Q. "Something of monetary value" includes:
1. charges or expenditures for a school field trip or activity trip, including related transportation, food, lodging, and admission charges;
 2. payments made to a third party that provide a part of a school activity, class, or program;
 3. classroom supplies or materials; and
 4. a fine, except for a student fine specifically approved by an LEA for:
 5. failing to return school property;
 6. losing, wasting, or damaging private or school property through intentional, careless, or irresponsible behavior; or
 7. improper use of school property, including a parking violation.
- R. "Student supplies" means items which are the personal property of a student which, although used in the instructional process, are also commonly purchased and used by persons not enrolled in the class or activity in question and have a high probability of regular use in other than school-sponsored activities.
- S. "Student supplies" include:
1. pencils;
 2. paper;
 3. notebooks;
 4. crayons;
 5. scissors;
 6. basic clothing for healthy lifestyle classes; and
 7. similar personal or consumable items over which a student retains ownership.
- T. "Student supplies" does not include items listed above if the requirement from the school for the student supply includes specific requirements such as brand, color, or a special imprint in order to create a uniform appearance not related to basic function.

REFERENCES

- [Utah Code Ann. §53G-6-402\(5\)](#) – Open enrollment options – processing fee.
- [Utah Code Ann. §53G-6-604](#) – Requirement of school record for transfer of student.
- [Utah Code Ann. §53G-8-212](#) – Defacing or damaging school property – Student’s liability – Work program alternative.
- [Utah Code Ann. Title 53G, Chapter 7, Part 5](#) – Student Fees
- [Utah Code Ann. Title 53G, Chapter 7, Part 6](#) – Textbook Fees
- [Utah Code Ann. Title 53G, Chapter 7, Part 7](#) – Student Clubs
- [Utah Code Ann. Title 53G, Chapter 7, Part 8](#) – School Uniforms
- [Utah Administrative Code R277-113](#) – LEA Fiscal and Auditing Policies Part 7 – School Sponsored Activities
- [Utah Administrative Code R277-407](#) – School Fees
- [Utah Administrative Code R277-713](#) – Concurrent Enrollment of High School Students in College Courses.

Permanent Injunction Civil No. 920903376

FORMS

Click here for [Fee Waiver Forms](#)



Governing Board Meeting

Thursday, January 13, 2022

1375 West Center Street, North Salt Lake, UT 84054

Board Members Present: Al Pranno, Andrew Lavin, David Ray, Alisha Johnson, Anna Mark, Lee Peterson

Board Members Excused: Jim Collings

Others Present: Brandie Evans, Priscilla Stringfellow, Shalon Brierley, Jules Snarr, Kim Dohrer, Kara Finley, Roger Simpson, David Robertson, Harmony Ferrill, Carrie Taylor

MINUTES

Business of the Governing Board

OPEN MEETING

Al Pranno called the board meeting to order at 7:03 PM.

Lee Peterson read the mission statement of Legacy Preparatory Academy.

Al Pranno reminded the board members of the areas of focus.

○ **Public Comment**

Public comment protocol and feedback procedures were outlined.

- Harmony Ferrill provided comment regarding the impact of the coronavirus on the community and the school dashboard regarding transmission rates and reporting time frames. She supports risk mitigation measures being implemented at the school.
- Carrie Taylor commented on her recent experience with students needing virtual learning options and her hopes for future options.

○ **Consent Agenda**

● **December 9, 2021 Board Meeting Minutes**

David Ray made a motion to approve the December 9, 2021 Board Meeting Minutes; Alisha Johnson seconded. Motion passed; the votes were as follows:

- *Al Pranno – AYE*
- *Andrew Lavin – AYE*
- *David Ray – AYE*
- *Alisha Johnson – AYE*
- *Anna Mark – AYE*
- *Lee Peterson – AYE*

● **New Hires**

Al Pranno made a motion to ratify Leah Milner as a new hire; Lee Peterson seconded. Motion passed; the votes were as follows:

- *Al Pranno – AYE*
- *Andrew Lavin – AYE*

- *David Ray – AYE*
- *Alisha Johnson – AYE*
- *Anna Mark – AYE*
- *Lee Peterson – AYE*

COMMITTEE REPORTS

○ **Audit Committee**

Alisha Johnson discussed the additional training regarding the audit and the contract with the current auditor lasts a few more years.

○ **Policy Governance Committee**

Anna Mark provided an update on how policies are under review with the legal team and will be brought for review and approval an upcoming board meeting. The board was thanked for the completion of board trainings.

○ **Executive Committee**

The Executive Committee is doing well and there were no updates.

○ **Communication Update**

The Communication Policy is available on the website and in the handbook. Brandie Evans wants to remind the community to follow the proper channels so communication isn't missed and is addressed by the appropriate individual. There are checks and balances in place if communication isn't following the established policy.

DISCUSSION & VOTING ITEMS

○ **Resolution authorizing the acquisition of financing of the School's new campus facilities, Tax and Disclosure and Compliance Procedures, and Bond Refinancing Options**

David Robertson provided an overview of the authorizing resolution and process for bonding. Additional documents that will be drafted were discussed and the components the board should focus on understanding. After closing a checklist will be created for parties to follow to meet compliance requirements. The Finance Authority board meeting will be held on February 7, 2022 and board members were asked to attend. The call date on bonds was explained along with bond restructuring options and the financial impact.

Al Pranno made a motion to approve the resolution authorizing the acquisition and financing of the school's new campus facilities and the Tax and Disclosure and Compliance Procedures; Andrew Lavin seconded. Motion passed; the votes were as follows:

- *Al Pranno – AYE*
- *Andrew Lavin – AYE*
- *David Ray – AYE*
- *Alisha Johnson – AYE*
- *Anna Mark – AYE*
- *Lee Peterson – AYE*

○ **LEA-Specific License Requests**

Two candidates were proposed to receive LEA-Specific Licenses while they complete the application process.

Andrew Lavin made a motion to approve LEA-Specific Licenses for Robert Morton and Shelby Jacquez; Lee Peterson seconded. Motion passed; the votes were as follows:

- *Al Pranno – AYE*

- *Andrew Lavin – AYE*
- *David Ray – AYE*
- *Alisha Johnson – AYE*
- *Anna Mark – AYE*
- *Lee Peterson – AYE*

FINANCIAL REPORT

○ **Financial Report Review**

Roger Simpson provided updates on the transition progress of payroll and accounting. Budgeting for renovations and bonding are being considered regarding the debt ratio. The budget summary has been updated based on the state allotment memo. Financial indicators were reviewed with current enrollment and its impact on the budget.

○ **Key state reports**

No reports to review currently.

○ **Purchases over \$5000**

The invoices, amounts, and reason for costs were read and the funding sources. The CRBE invoice and process for invoice approval was considered. The November CRBE, Davis County Treasurer, and November Academica West invoices were approved at the December board meeting.

Al Pranno made a motion to approve the purchases over \$5000, specifically for the Chief Deputy State Treasurer, ETS, Orion Speech, Global Janitorial, and Peaceful Playgrounds; Andrew Lavin seconded. Motion passed; the votes were as follows:

- *Al Pranno – AYE*
- *Andrew Lavin – AYE*
- *David Ray – AYE*
- *Alisha Johnson – AYE*
- *Anna Mark – AYE*
- *Lee Peterson – AYE*

Business of Administration and Staff

DIRECTOR'S REPORT

○ **Success Celebrated!**

The K-5 virtual holiday concert was wonderful, and the band and orchestra junior high concert was outstanding.

○ **Education**

LETRS training for the K-3 teachers has started, K-6 teachers have attended a Lexia training, and a behavior management training is scheduled. The Fee Schedule is being developed and will come to the board for public comment. NAEP testing will be administered in February with Acadience testing at the end of January. Character education included assemblies and a focus on fortitude, resilience, and courageousness.

○ **Organization Updates**

Roles have been evaluated and positions have been clarified.

○ **Enrollment Update**

Intent to return is underway and the first lottery will be held the end of January.

○ **Communication and Marketing**

A test communication was sent out to families last week in preparation for any potential emergency situations. Communication is being sent to potential families to keep them connected. Advertising is underway and enrollment interest meetings will be scheduled in place of daily tours.

○ **Building Unification**

The timeline for bond closing will be 35 days after meeting with the financial authority. Asphalt will be completed in the spring even with the delay in road completion. Building construction is on track.

○ **Health and Safety**

New guidelines are being followed and the standards were reviewed with the dashboard numbers reported. The school is well-below the threshold of test-to-stay, but the school is facing staffing issues. The dashboard includes staff, volunteers, and students confirmed coronavirus cases. The school is collecting and tracking confirmed home tests through a ten-day window. The school cannot go fully virtual until the threshold has been met and board approved. Staffing is a challenge and support for teachers is needed, especially additional substitute teachers. The school calendar is under review and will go for public comment.

CLOSED MEETING

No closed session held.

ADJOURN

- *Alisha Johnson made a motion to adjourn the board meeting; Andrew Lavin seconded.*

Motion passed; the votes were as follows:

- *Al Pranno – AYE*
- *Andrew Lavin – AYE*
- *David Ray – AYE*
- *Alisha Johnson – AYE*
- *Anna Mark – AYE*
- *Lee Peterson – AYE*

Adjourned board meeting at 9:25 PM.

Legacy Preparatory Academy

1/31/2022

59% of the fiscal year has expired

	Year-to Date Actuals	Original Budget	Final Budget	% of Forecast
Revenue				
1000 Local	\$ 136,127	\$ 215,054	\$ 219,476	62%
3000 State	\$ 4,925,926	\$ 8,550,567	\$ 8,437,221	58%
4000 Federal	\$ 3,374	\$ 142,498	\$ 238,998	1%
5000 Other Financing Sources	\$ -	\$ -	\$ -	
Total Revenue	\$ 5,065,427	\$ 8,908,119	\$ 8,895,695	57%
Expenses				
100 Salaries	\$ 2,218,312	\$ 4,739,378	\$ 4,595,936	48%
200 Benefits	\$ 506,820	\$ 1,197,747	\$ 1,197,747	42%
300 Prof & Technical Services	\$ 265,642	\$ 319,000	\$ 335,000	79%
400 Purchased Property Services	\$ 446,097	\$ 1,012,000	\$ 1,169,000	38%
500 Other Purchased Services	\$ 63,664	\$ 95,500	\$ 96,752	66%
600 Supplies and Materials	\$ 356,309	\$ 437,000	\$ 437,000	82%
700 Property, Equipment	\$ 156,425	\$ 319,654	\$ 176,618	89%
800 Debt Service and Misc	\$ 428,403	\$ 836,470	\$ 871,460	49%
Total Expenses	\$ 4,441,671	\$ 8,956,749	\$ 8,879,513	50%
Net Income from Operations	\$ 623,756	\$ (48,630)	\$ 16,182	

	Forecast	Goal
Operating Margin (rolling 5 year)	9.9%	>3.2%
*Debt Serv Coverage	1.58	> 1.3
**Days Cash on Hand	253	100+
Building Payment %	7.8%	< 20%
End of Year Cash Balance Projection	6,157,166.73	
Current Unrestricted Cash (non bond)	6,421,131.08	
*Debt Service Ratio required by bonds	1.05	
**Days Cash on Hand required by bonds	30	

Fiscal Year Ending 2022
Enrollment by Grade and Month

	A	S	O	N	D	J	F	M	A	M
K	75	74	75	77	75	75				
1	101	100	101	103	102	101				
2	89	87	85	86	84	84				
3	95	94	94	95	95	94				
4	86	86	86	87	87	88				
5	94	94	94	92	92	92				
6	100	100	102	102	101	99				
7	86	88	88	87	87	83				
8	104	107	107	105	103	99				
9	81	81	81	78	77	76				
Total	911	911	913	912	903	891	-	-	-	-
Change	(72)	-	2	(1)	(9)	(12)	(891)	-	-	-

Fiscal Year Ending 2021
Enrollment by Grade and Month

	A	S	O	N	D	J	F	M	A	M
K	115	115	114	113	113	108	105	105	105	105
1	102	102	104	103	103	98	98	98	98	98
2	109	106	106	107	107	102	98	98	98	97
3	104	105	106	106	105	100	100	100	100	100
4	105	102	103	100	100	96	95	95	94	94
5	111	115	113	113	111	110	110	109	108	108
6	116	109	111	109	108	107	108	107	106	106
7	106	107	108	109	108	103	102	101	100	100
8	92	92	91	91	89	89	89	89	88	88
9	87	88	91	91	91	88	88	87	87	87
Total	1,047	1,041	1,047	1,042	1,035	1,001	993	989	984	983
Change	1,047	(6)	6	(5)	(7)	(34)	(8)	(4)	(5)	(1)



Legacy Preparatory Academy
July-Jan 2022 (Draft)
59% of the fiscal year has expired

	2021 YTD Actuals	Current YTD Actuals	% Change from Prior Year	Submitted Original Budget	% of Original Budget	Forecast FY22 as of Jan 2022	% of Final Budget
Revenue							
1000 Local							
1510 Interest on Investments	13,926.87	9,709.00	-30%	21,000.00	46%	21,000.00	46%
1710 Admissions	-	-		27,000.00	0%	27,000.00	0%
1720 School Sales	3,126.00	31,249.00	900%	88,000.00	36%	88,000.00	36%
1730 Student Organizations	-	-		2,500.00	0%	2,500.00	0%
1740 School Fees	41,505.00	74,127.00	79%	70,704.00	105%	74,127.00	100%
1750 Enterprise Activities	-	1,849.00		850.00	218%	1,849.00	100%
1760 Fines	60.00	427.00	612%	-		-	
1770 Fundraisers	-	7,471.00		-		-	
1910 Rentals	140.00	300.00	114%	2,500.00	12%	2,500.00	12%
1920 Donations	28,851.98	10,817.00	-63%	-		-	
1940 Textbooks	-	-		-		-	
1990 Miscellaneous	21.00	178.00	748%	2,500.00	7%	2,500.00	7%
Total 1000:	87,630.85	136,127.00	55%	215,054.00	63%	219,476.00	62%
3000 State							
3010 Regular School Prgm K-12	1,769,781.94	2,024,215.43	14%	3,549,031.37	57%	3,473,433.47	58%
3020 Professional Staff	110,263.18	126,054.92	14%	220,427.59	57%	216,113.56	58%
3105 Special Education -- Add-On	295,881.88	365,642.31	24%	608,010.92	60%	626,815.38	58%
3110 Special Education -- Self-Contained	17,370.68	25,107.67	45%	41,750.45	60%	43,041.70	58%
3120 SPED Extended Year	9,539.80	2,837.07	-70%	-		15,646.94	18%
3122 SpEd Extended Year Special Educ	-	2,190.00		-		-	
3125 SpEd - Impact Aid	6,152.93	7,705.95	25%	12,736.79	61%	13,130.71	59%
3130 Class Size Reduction - K-8	163,213.86	189,099.80	16%	325,404.45	58%	325,404.45	58%
3155 Career and Tech Ed - Add On	2,834.51	5,989.76	111%	5,828.00	103%	5,973.51	100%
3160 Early Intervention-OEK	-	71,547.13		-		-	
3211 Charter School Funding	7,500.00	63,059.55	741%	105,762.78	60%	105,762.78	60%
3216 Supplemental Educator Covid-19 Stipends	-	-		-		-	
3220 Charter School Local Replacement	1,382,199.00	1,535,936.51	11%	2,834,807.54	54%	2,749,642.85	56%
3305 Enhancement for Accelerated Students	3,722.87	-	-100%	7,511.44	0%	7,511.44	0%
3336 Enhancement for At-Risk	25,102.20	29,285.90	17%	50,204.40	58%	50,204.40	58%
3350 Early Literacy Program	17,419.65	29,220.39	68%	38,152.03	77%	38,152.03	77%
3401 EL Software Initiative and Support	7,566.01	-	-100%	-		-	
3460 Educator Salary Adjustment	152,416.33	175,530.97	15%	304,832.67	58%	304,832.67	58%
3461 Teacher Salary Supplement Program	2,722.21	-	-100%	-		-	
3490 Teacher Materials and Supplies	9,370.06	9,008.73	-4%	9,365.15	96%	9,365.15	96%
3520 School Land Trust Program	141,168.00	138,344.00	-2%	133,045.20	104%	138,344.00	100%
3530 Teacher & Student Success Act	80,917.81	105,160.02	30%	181,928.33	58%	181,928.33	58%
3535 Professional Learning	-	4,027.63		-		6,632.40	61%
3540 Student Health & Counseling Support	23,664.99	14,165.25	-40%	56,661.00	25%	56,661.00	25%
3580 Library Books & Electronic Res	581.43	646.83	11%	1,106.86	58%	1,141.09	57%
3585 Digital Teaching and Learning	-	-		64,000.00		64,000.00	0%
3800 Non-MSP State Revenues	-	-		-		-	
3802 Reading Difficulties	722.10	-	-100%	-		-	
3803 Suicide Prevention	1,066.34	1,000.00	-6%	-		1,000.00	100%
3804 E Cigarette & Nicotine Prevention	-	-		-		2,332.93	0%
3805 Underage Drinking	-	150.00		-		150.00	100%
3990 State Revs from Non-USBE Agency	-	-		-		-	
Total 3000:	4,231,177.78	4,925,925.82	16%	8,550,566.97	58%	8,437,220.79	58%
4000 Federal							
4522 IDEA Part-B Preschool	-	-		2,172.00	0%	2,172.00	0%
4524 IDEA Part-B	-	-		131,726.00	0%	131,726.00	0%
4703 GEER Funding	9,056.32	-	-100%	-		-	
4701 ESSER Funding	-	-		-		-	
4202 ESSER II Funding	-	-		-		-	
4204 ESSER III (ARP)	-	-		-		96,500.00	
4702 K-12 Coronavirus Relief and PPE	27,172.37	-	-100%	-		-	
4524a Results Driven Accountability Grant	8,613.28	-	-100%	-		-	
4860 Title IIA	3,712.00	3,374.00	-9%	8,600.00	39%	8,600.00	39%
Total 4000:	48,553.97	3,374.00	-93%	142,498.00	2%	238,998.00	1%
5000 Other Financing Sources							
5400 Long-term Debt Proceeds	-	-		-		-	
5500 Proceeds from Capital Lease	-	-		-		-	
Total 5000:	-	-		-		-	
Total Revenue:	4,367,362.60	5,065,426.82	16%	8,908,118.97	57%	8,895,694.79	57%



Legacy Preparatory Academy
July-Jan 2022 (Draft)
59% of the fiscal year has expired

	2021 YTD Actuals	Current YTD Actuals	% Change from Prior Year	Submitted Original Budget	% of Original Budget	Forecast FY22 as of Jan 2022	% of Final Budget
Expenses							
100 Salaries							
110 General District	89,105.38	154,842.00	74%	229,564.00	39%	331,000.00	47%
120 School Administrative	144,303.93	83,600.00	-42%	376,619.00	38%	161,442.00	52%
130 Teachers and Substitutes	1,140,139.98	1,513,438.00	33%	3,049,855.00	37%	2,935,000.00	52%
130 Stipends and Summery Recovery	-	-		-		75,000.00	
140 Non-Instructional	32,415.22	60,427.00	86%	115,050.00	28%	125,065.00	48%
150 Office	118,895.29	125,057.00	5%	305,861.00	39%	306,000.00	41%
160 Instructors	222,049.41	257,860.00	16%	591,029.00	38%	591,029.00	44%
180 Custodial Services	13,133.34	21,388.00	63%	63,650.00	21%	63,650.00	34%
190 Other Salaries	2,150.00	1,700.00	-21%	7,750.00	28%	7,750.00	22%
Total 100:	1,762,192.55	2,218,312.00	26%	4,739,378.00	47%	4,595,936.00	48%
200 Benefits							
220 FICA/Medicare	111,567.28	163,933.00	47%	362,563.00	45%	362,563.00	45%
230 Retirement	48,092.97	55,871.00	16%	178,549.00	31%	178,549.00	31%
240 Group Insurance & Other Benefits	220,913.85	283,840.00	28%	635,826.00	45%	635,826.00	45%
270 Worker's Compensation Fund	16,855.88	3,175.62	-81%	13,309.00	24%	13,309.00	24%
280 Unemployment Insurance	-	-		7,500.00	0%	7,500.00	0%
Total 200:	397,429.98	506,819.62	28%	1,197,747.00	42%	1,197,747.00	42%
300 Prof & Technical Services							
310 Official/Admin Services	1,300.00	-	-100%	-		16,000.00	0%
320 Prof Educational Services	68,828.23	84,956.00	23%	164,000.00	52%	164,000.00	52%
330 Employee Training and Development	3,558.06	3,619.00	2%	20,000.00	18%	20,000.00	18%
340 Other Professional Services	39,122.60	49,873.00	27%	47,000.00	106%	47,000.00	106%
349 Legal Services	6,105.00	10,224.00	67%	25,000.00	41%	25,000.00	41%
345 Business Services	-	75,041.00		-		-	
350 Technical Services	33,572.30	41,929.00	25%	63,000.00	67%	63,000.00	67%
Total 300:	152,486.19	265,642.00	74%	319,000.00	83%	335,000.00	79%
400 Purchased Property Services							
410 Water / Sewage / Garbage	14,913.80	14,857.00	0%	29,000.00	51%	29,000.00	51%
420 Cleaning Services	41,718.00	49,950.00	20%	89,000.00	56%	89,000.00	56%
430 Repairs / Maintenance / Monitoring	41,176.20	25,604.00	-38%	110,000.00	23%	110,000.00	23%
440 Rentals & Leases	31,595.47	327,384.00	936%	784,000.00	42%	791,000.00	41%
450 Construction	-	28,302.00		-		150,000.00	19%
Total 400:	129,403.47	446,097.00	245%	1,012,000.00	44%	1,169,000.00	38%
500 Other Purchased Services							
510 Student Transportation Services	(49,240.00)	2,515.00	-105%	10,000.00	25%	10,000.00	25%
520 Insurances (GL/Prop/D&O)	50,042.00	51,800.00	4%	55,000.00	94%	55,858.00	93%
530 Communications (Phone/Internet)	3,806.32	3,770.00	-1%	8,000.00	47%	8,000.00	47%
540 Advertising	3,694.58	5,394.00	46%	5,000.00	108%	5,394.00	100%
550 Printing	-	185.00		15,000.00	1%	15,000.00	1%
560 Tuition Other Districts	75.00	-	-100%	500.00	0%	500.00	0%
580 Travel	-	-		2,000.00	0%	2,000.00	0%
Total 500:	8,377.90	63,664.00	660%	95,500.00	67%	96,752.00	66%
600 Supplies and Materials							
610 General Supplies	56,953.74	73,946.00	30%	125,000.00	59%	125,000.00	59%
615 Student Uniforms, Clothing	415.86	-	-100%	15,000.00	0%	15,000.00	0%
620 Energy Supplies (Gas, Electricity)	37,362.21	47,770.00	28%	85,000.00	56%	85,000.00	56%
640 Curriculum	65,634.75	41,385.00	-37%	60,000.00	69%	60,000.00	69%
650 Supplies-IT related	73,847.28	110,996.00	50%	75,000.00	148%	75,000.00	148%
670 Software	41,427.25	42,669.00	3%	37,000.00	115%	37,000.00	115%
680 Maintenance & Cleaning Supplies	26,634.27	39,543.00	48%	40,000.00	99%	40,000.00	99%
Total 600:	302,275.36	356,309.00	18%	437,000.00	82%	437,000.00	82%
700 Property, Equipment							
710 Land and Site Improvements	-	149,460.67		319,654.27	47%	169,654.27	88%
720 Buildings	-	-		-		-	
730 Equipment	-	6,964.00		-		6,964.00	100%
Total 700:	-	156,424.67		319,654.27	49%	176,618.27	89%
800 Debt Service and Misc							
810 Dues and Fees	12,326.29	27,353.00	122%	25,000.00	109%	25,000.00	109%
820 Judgements against the LEA	-	-		-		-	
830 Principal, Bond Fees & Interest on Debt	345,675.00	383,085.00	11%	710,270.00	54%	745,260.00	51%
850 Contingency	-	-		-		-	
890 Miscellaneous	4,807.18	17,965.00	274%	101,200.00	18%	101,200.00	18%
Total 800:	362,808.47	428,403.00	18%	836,470.00	51%	871,460.00	49%
Total Expenses:	3,114,973.92	4,441,671.29	43%	8,956,749.27	50%	8,879,513.27	50%
Net Income:	1,252,388.68	623,755.53		(48,630.30)		16,181.52	3855%

Legacy Preparatory Academy
Profit & Loss by Class
 July through December 2021

		1200 - Special Ed	5201 - Class Size Reduc. K-8	5295 - Professional Development	5331 - EHS Gifted and Talented
Income					
	1000 · Revenue From Local Sources	0.00	0.00	0.00	0.00
	3000 · Revenue From State Sources -MSP	401,293.00	189,099.80	150.00	0.00
	4000 · Revenue From Federal Sources	0.00	0.00	0.00	0.00
	6300 · Special Items	0.00	0.00	0.00	0.00
	Total Income	401,293.00	189,099.80	150.00	0.00
Gross Profit		357,585.88	162,372.77	150.00	0.00
Expense					
	100 · Salaries	245,013.52	115,358.14	0.00	3,528.40
	200 · Employee Benefits	41,864.89	17,668.53	0.00	877.70
	300 · Professional & Tech Services	1,246.13	0.00	0.00	0.00
	400 · Purchased Property Services	0.00	0.00	0.00	0.00
	500 · Other Purchased Services	159.14	0.00	0.00	0.00
	600 · Supplies & Materials	5,312.15	0.00	0.00	0.00
	700 · Property	0.00	0.00	0.00	0.00
	800 · Debt Service & Miscellaneous	258.00	0.00	0.00	0.00
	Total Expense	293,853.83	133,026.67	0.00	4,406.10
Net Income		63,732.05	29,346.10	150.00	-4,406.10

5336 - Enhance for At-Risk	5344 - Enhancement for at-risk	5420 - School Land Trust	5619 - Charter School Local Rep	5640 - OEK	5645a - Reading Difficulties	5655 - Digital Teaching & Learn
0.00	0.00	0.00	0.00	0.00	0.00	0.00
16,734.80	29,285.90	138,344.00	1,535,936.51	61,326.11	0.00	0.00
0.00	0.00	0.00	0.00	0.00	0.00	0.00
0.00	0.00	0.00	0.00	0.00	0.00	0.00
16,734.80	29,285.90	138,344.00	1,535,936.51	61,326.11	0.00	0.00
16,734.80	8,367.40	138,344.00	1,352,622.21	61,326.11	0.00	0.00
20,732.50	0.00	46,636.93	1,331,274.36	17,170.04	2,531.70	0.00
5,879.27	0.00	15,823.25	355,581.32	2,452.31	193.68	0.00
0.00	0.00	0.00	44,164.69	0.00	0.00	0.00
0.00	0.00	0.00	203,330.74	0.00	0.00	0.00
0.00	0.00	75.00	478.16	0.00	0.00	0.00
0.00	0.00	26,484.84	43,768.35	0.00	0.00	60,871.40
0.00	0.00	0.00	20,075.67	0.00	0.00	0.00
0.00	0.00	0.00	20,010.00	0.00	0.00	0.00
26,611.77	0.00	89,020.02	2,018,683.29	19,622.35	2,725.38	60,871.40
-9,876.97	8,367.40	49,323.98	-666,061.08	41,703.76	-2,725.38	-60,871.40

5666 - Professional Learning	5672 - E Cig & Nicotine Prev	5674 - Suicide Prevention	5678 - Teacher & Stdnt Succ Act	5679 - Student Health & Counsel	5805 - Early Literacy	5807 - Teacher Salary Supp Prog
0.00	0.00	0.00	0.00	0.00	0.00	0.00
4,027.63	2,332.93	1,000.00	105,160.02	14,165.25	29,220.39	1,785.26
0.00	0.00	0.00	0.00	0.00	0.00	0.00
0.00	0.00	0.00	0.00	0.00	0.00	0.00
4,027.63	2,332.93	1,000.00	105,160.02	14,165.25	29,220.39	1,785.26
3,452.25	2,332.93	1,000.00	90,137.16	14,165.25	25,046.05	1,785.26
0.00	0.00	0.00	0.00	23,401.49	12,955.32	0.00
0.00	0.00	0.00	0.00	9,087.80	2,347.47	-947.16
0.00	0.00	0.00	0.00	0.00	0.00	0.00
0.00	0.00	0.00	53.74	0.00	0.00	0.00
0.00	0.00	0.00	0.00	0.00	0.00	0.00
0.00	0.00	0.00	24,512.10	0.00	0.00	0.00
0.00	0.00	0.00	0.00	0.00	0.00	0.00
0.00	0.00	0.00	0.00	0.00	0.00	0.00
0.00	0.00	0.00	24,565.84	32,489.29	15,302.79	-947.16
3,452.25	2,332.93	1,000.00	65,571.32	-18,324.04	9,743.26	2,732.42

5810 - Lib. Books & Elec. Resou	5868 - Teacher Supplies and Mat	5876 - Educator Salary Adjustme	5901 - College and Career Aware	5911 - English Lang Learner SW	7210 - ESSER CARES Funds
0.00	0.00	0.00	0.00	0.00	0.00
646.83	9,008.73	175,530.97	5,989.76	0.00	0.00
0.00	0.00	0.00	0.00	0.00	0.00
0.00	0.00	0.00	0.00	0.00	0.00
646.83	9,008.73	175,530.97	5,973.51	0.00	0.00
561.27	9,008.73	151,272.29	5,973.51	0.00	0.00
0.00	0.00	0.00	0.00	0.00	0.00
0.00	0.00	0.00	0.00	0.00	0.00
0.00	0.00	0.00	0.00	0.00	0.00
0.00	0.00	0.00	0.00	0.00	0.00
0.00	4,881.54	0.00	0.00	5,577.76	0.00
0.00	0.00	0.00	0.00	0.00	0.00
0.00	0.00	0.00	0.00	0.00	0.00
0.00	4,881.54	0.00	0.00	5,577.76	0.00
561.27	4,127.19	151,272.29	5,973.51	-5,577.76	0.00

7215 - ESSER II CARES	7225 - ESSER III	7230 - GEER II	7522 - IDEA Presch	7524 - IDEA School Age	7524a - Results Driven Accounta	7860 - Title II Teacher Qual.	VAR	Unclassified	TOTAL
0.00	0.00	0.00	0.00	0.00	0.00	1,436.00	97,006.15	15,748.95	114,191.10
0.00	0.00	0.00	0.00	0.00	0.00	0.00	3,686,206.86	0.00	4,299,867.56
0.00	0.00	0.00	0.00	0.00	0.00	3,374.00	0.00	0.00	3,374.00
0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	4,689,977.00	4,689,977.00
0.00	0.00	0.00	0.00	0.00	0.00	4,810.00	3,783,213.01	4,705,725.95	9,107,409.66
0.00	0.00	0.00	0.00	0.00	0.00	4,810.00	1,994,635.84	4,705,725.95	9,107,409.66
12,659.20	0.00	7,865.78	0.00	6,345.95	18,619.58	0.00	6,110.00	100.00	1,870,302.91
3,255.07	0.00	3,542.11	0.00	899.68	3,853.53	0.00	3,948.51	0.00	466,327.96
0.00	0.00	0.00	630.00	40,323.75	27,879.75	0.00	54,943.96	0.00	169,188.28
0.00	0.00	0.00	0.00	0.00	0.00	0.00	179,072.83	5,118.53	387,575.84
0.00	0.00	0.00	0.00	0.00	0.00	0.00	66,394.96	-4,058.00	63,049.26
0.00	46,554.65	323.20	0.00	0.00	1,491.34	0.00	127,058.06	3,385.67	350,221.06
0.00	0.00	0.00	0.00	0.00	0.00	0.00	129,385.00	0.00	149,460.67
0.00	0.00	0.00	0.00	0.00	0.00	9,365.00	49,566.26	238,375.00	317,574.26
15,914.27	46,554.65	11,731.09	630.00	47,569.38	51,844.20	9,365.00	616,479.58	242,921.20	3,773,700.24
-15,914.27	-46,554.65	-11,731.09	-630.00	-47,569.38	-51,844.20	-4,555.00	1,378,156.26	4,462,804.75	5,333,709.42

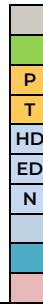
Purchases over \$5,000

Gilbert and Stewart, CPA \$14,300
Lexia Learning Systems LLC \$5,400
Orion Educational Support Services \$16,955
ETS \$6,762.62
CBRE \$8,160
PEHP \$67,076.78

LPA

2022 - 2023 Calendar

(Proposed)



- Weekend
- No School/Vacation/Holiday
- Professional Development/No School for Students
- Teacher Prep Day/No School
- Half Day Schedule
- Early Out Day
- Non-Block Day
- Regular School Day
- End of Term
- PTC (W-F Elementary and Jr. High)

2022	AUGUST																																
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31		
LPA										Preservice								P	HD	HD	HD				ED								ED
A/B																		A	B	A			B	A	B	A	B				A	B	A

2022	SEPTEMBER																														
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	
LPA							ED							ED								ED							ED	HD	HD
A/B	B	A					B	A	B	A			B	A	B	A	B			A	B	A	B	A			B	A	B	A	B

2022	OCTOBER																															
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	
LPA						ED																			ED							P
A/B																																

2022	NOVEMBER																														
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LPA																															
A/B	A	B	A	B																											

2022	DECEMBER																														
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A/B	B	A																													

2023	JANUARY																														
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LPA																															
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2023	FEBRUARY																												
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LPA																													
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2023	MARCH																														
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2023	APRIL																													
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LPA																														
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2023	MAY																														
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LPA																															
A/B	B	A	B	A	B																										

Board Rules of Order and Procedure Overview:

[Utah Code Ann. § 53G-5-412](#) requires charter school governing boards to adopt rules of order and procedure. “Rules of order and procedure” means a set of rules that governs parliamentary procedure, ethical behavior, and civil discourse. Once adopted, these rules must be available on LPA’s website and made available at each meeting of the board.

Aside from the definition of “rules of order and procedure” above, the law does not prescribe specific requirements to be included in your board’s rules. Accordingly, the draft rules below represent a combination of general best practice, practical experience, and elements of the current version of the board’s rules (click [HERE](#) for LPA’s current board rules).

As you review the draft below, it is important to remember that only a few provisions are required by law. If you have questions about why a specific provision is or is not included, just ask and we can talk through it.

[Draft Board Rules of Order and Procedure begin on the following page.]



LEGACY | Preparatory Academy

Classical Education and Fine Arts

BOARD RULES OF ORDER & PROCEDURE

In accordance with Utah Code Ann. § 53G-5-413, Legacy Preparatory Academy (the “School”) hereby adopts the following Board Rules of Order and Procedure to maintain order and govern conduct at the meetings of the School’s board of directors (the “Board”).

- (1) **Public Meetings.** Meeting agendas will be publicly posted, and Board business will be conducted in accordance with the applicable provisions of the Utah Open and Public Meetings Act.
- (2) **Board Size & Quorum Requirement.** Board size and quorum requirements are established and set forth in the School’s Bylaws. A quorum of Board members must be present at any meeting to take official Board action.
- (3) **Meeting Agenda.** The agenda for each Board meeting will provide notice of the business to be conducted and topics to be considered by the Board.
- (4) **Presenting Business.** As a general rule of order, a member of the Board should present an item of business by motion. If the motion is seconded by another member of the board, the motion should then be considered and voted upon by the Board members present at the meeting.
- (5) **Board Action & Voting.** The minimum number of “yes” votes required to pass any resolution or to take any action, unless otherwise prescribed by law, is a majority of the voting members of the Board present at the meeting.
- (6) **Public Comment.** The Board encourages public engagement and frequently schedules time to hear from members of the public. Public comment time is placed on the agenda at the Board’s discretion. The following rules apply to public comment at Board meetings:
 - a) The Board will not engage with a speaker or with one another in deliberation on public comments as they are presented. At its discretion, the Board may schedule issues raised by a speaker for deliberation at a future meeting.
 - b) The Board will not deliberate or take action on items raised during the public comment period if the items are not on the meeting’s agenda.
 - c) The Board President, at his/her discretion, reserves the right to end public comment at any time.

The aforementioned public comment rules are restated and additional instruction is provided in the Public Comment Instructions section below.

(7) **Board Member Code of Conduct**

- a) Members of the Board will conduct themselves in a civil and respectful manner during Board meetings and when acting in their official capacity as a member of the Board.
- b) Members of the Board will abide by state and federal laws and School policies and refrain from personal or professional conduct that would bring censure, ridicule, damage, or reproach upon the Board or the School.
- c) The Board only exercises its authority by taking official action through voting in a public Board meeting. Members of the Board have no individual authority to act on behalf of the Board unless expressly authorized by the Board. Individual members of the Board should not speak on behalf of the Board without prior Board approval.
- d) Members of the Board will maintain the confidentiality of information obtained in closed session or other confidential information otherwise obtained in their official capacity as a member of the Board.

(8) **Governing Law.** If any provision contained in these Board Rules of Order and Procedure conflict with law or the Board's Bylaws, the applicable law or the Board's Bylaws will govern.



LEGACY | Preparatory Academy

Classical Education and Fine Arts

Public Comment Instructions

Thank you for attending the Legacy Preparatory Academy Board Meeting and your willingness to share your feedback during the public comment portion of this meeting. We hold great value in hearing from the school's stakeholders and appreciate you taking the time to share your comments with us.

To ensure compliance with the Open and Public Meetings Act, privacy laws, and other legal obligations, the Board will not engage with a speaker or with one another in deliberation on comments as they are presented during the comment period(s). At its discretion, the Board may schedule issues raised by a speaker for deliberation at a future meeting. To keep board meetings productive and efficient and to allow all in attendance an opportunity to address the Board, all comments will be limited to 3 minutes.

The Board President, at his/her discretion, reserves the right to end public comment at any time.

Please observe the following instructions when addressing the Board during public comment:

1. Members of the public wishing to speak to the Board must include their name and the agenda item or topic they wish to address on the "Public Comment Sign Up Form" that is available prior to the meeting.
2. Before making a public comment, please stand and state your name prior to making your comments
3. All comments should address issues, not individuals. Comments should be directed to the Board and should not be directed at the administration, teachers, or other members attending the meeting.
4. The Board President shall ensure that public comment is respectful, civil, and orderly. Disruptive comments and conduct are not allowed. Disruptive comments and conduct include but are not limited to: the use of profanity, discriminatory statements, vulgarity, comments, or conduct that violate the law, and other comments or conduct that interfere with the Board's conduct of its business. The Board President may, at his/her discretion, provide a verbal warning to a speaker if he/she makes disruptive comments or engages in disruptive conduct. If the speaker persists in making disruptive comments or continues to engage in disruptive conduct, the Board chair may end that person's public comment and/or escort the individual from the meeting. Any meeting attendee who, at the direction of the Board is escorted from the meeting, will not be readmitted for the remainder of the meeting.
5. Members of the public that present or provide electronic information, relating to an item on the meeting's agenda, shall provide the Board with an electronic or hard copy of the electronic information for inclusion in the public record.

Legacy Preparatory Academy Positive Behavior Plan

Positive Behavior Specialist: Paul Murphy????

Date discussed with and received input from SIC (agenda attached): 1/18/2022

Date discussed with and received input from SCC (agenda attached):

Date plan was completed:

Programs we **already** have in place that focus on peer pressure, mental health, and creating positive relationships:

Name of Program:	How program addresses the use of tobacco, alcohol, electronic cigarette products, and other controlled substances:
1. Second Steps (Elementary) School Connect (Middle School)	The Second Steps and School Connect curricula builds on student skills in mental health, conflict resolution, prosocial behavior, and empathy in the classroom/school, and focuses on overall student well-being. These skills were found to have improved in students who were provided instruction with this curriculum according to the 2015 study on Promoting Social-Emotional Competence (Low, et al, 2015). A similar study in 2019 found that students even with the weakest skills at the beginning of the study saw an increase in social-emotional skills and a decrease in disruptive behavior (Low, et al, 2019). Lastly, and arguably most importantly, research conducted via a meta-analysis by CASEL and collaborating researchers found that students who were exposed to SEL instruction (including Second Steps and School Connect) longitudinally saw lower levels of conduct problems, emotional distress, and lower rates of drug use (Taylor, et al, 2017).
2. Monthly Paideia Assembly	Each month the school focuses on a piece of our school Paideia. These assemblies help students focus on being a friend, helping others, building up others and being mindful of how they think and act. It has been shown that “promoting prosocial attitudes and behavior that support the development of social competence and a cooperative disposition,” (White & Warfa, 2011). can reduce the likelihood that students will engage in risky behaviors.
3. Individual and group counseling	Individual and group counseling services support students in a multitude of ways. Not only do students receive treatment and support for general life stressors, students also have the opportunity to process trauma, suicidal ideations, and receive referrals for outside support when needed. These provisions allow for students to feel connected and cared about in the school environment and thus can lead to a decrease in the likelihood that students will use substances (Moon & Rao, 2011). Similarly, students who are provided appropriate treatment for trauma, mental health challenges, and chronic stress are more likely to build resilience within themselves and the family system, and therefore are less likely to experience a higher number of ACEs and have less likelihood of mental health disorders and substance use and abuse later in life (American Academy of Pediatrics, 2014).
4. Bullying and Harassment Prevention	Classroom-based lessons and confidential reporting systems are implemented and focused specifically on identification/interruption of bullying behavior. This provides students with skills to advocate for themselves and others to prevent bullying behavior within the context of

	<p>school and online. Evidence supports that providing lessons and support in these areas provides students with strategies that reduce bullying both on individual and school-wide levels (Olweus, 1991; Smith and Sharp, 1994). Bullying behavior, especially when severe can qualify as an Adverse Childhood Experience (ACE) and studies have found that when students experience ACEs, they are more likely to suffer from maladaptive behavior including substance use (American Academy of Pediatrics, 2014). By providing students with bully prevention programs that reduce bullying, and thus reducing the likelihood of ACEs, we are reducing the likelihood that students will begin using substances.</p>
5.	
6.	
7.	

Programs we are **building** or adding to address peer pressure, mental health, and creating positive relationships:

Name of Program:	How program will address the use of tobacco, alcohol, electronic cigarette products, and other controlled substances:
1. Restorative Circles/Practices	<p>Utilizing restorative practices in the school wide approach to behavior and interpersonal relationships supports students through increasing students social-emotional abilities, builds the community within the school, and strengthens the social and human capital in school buildings (Passarella, 2017). Similarly, this leads to more trust, empathy, and respect within the school system from faculty, to students, and even parents (Morrison & Vaandering, 2012). When students both trust, respect, and empathize with those in their school community, and are trusted, respected, and empathized with by those in their school community, they demonstrate a higher level of community connectedness which is a preventative factor for students in reducing the likelihood of substance use (Moon & Rao, 2011).</p>
2. Wellness Week	<p>Wellness Week is a time when the staff and students focus specifically on community building and action planning for a healthy life both physically and mentally. The week focuses on student attitudes surrounding drugs, alcohol, and other substances, as well as attitudes surrounding one’s community and community connectedness in addition to focusing on healthy mindful practices. One study suggests that Wellness weeks could reduce the use of drugs and alcohol, could improve student attitudes toward non-use of substances, can increase school performance, and increase the positive perspective students have regarding their community (Brooks & Clem, 2013); all of which were found to play a substantial role in student attitudes and behavior as it relates to pro-social behaviors in the middle and high school levels (Flay, 2000). Similarly, as outlined by (Moon & Rao, 2011) students with positive views of school and their community served as protective factors for all levels of students. Students who are provided with access and training in mindfulness practices show an increase in attention abilities, self-calming skills, and ability to demonstrate empathy for others (Smith, et al, 2012). These skills and abilities are directly related to the reduction of substance use through building of</p>

	protective factors that support overall mental and physical wellbeing of students.
3.	
4.	
5.	

Other programs, clubs, service opportunities and pro-social activities we **already** have in place:

Name of Program, Club, Service Opportunity, or Pro-Social Activities:	How program, club, etc. addresses the use of tobacco, alcohol, electronic cigarette products, and other controlled substances:
<ul style="list-style-type: none"> Principal coins (First class behavior) Peer Leadership Aviation Club Chess Club Harry Potter Club SafeUT App PBIS D&D Club Builder sponsored activities— Fall Festival, Literacy night, Friendship week, etc. 	These programs and applications all promote pro-social behaviors and provide students with structured, supervised, and engaging activities for students within their school and community. Studies have found that structured activities such as these are important factors in mitigating substance use among students as they create protective factors against substance use (Moon & Rao, 2011).
1.	
2.	
3.	
4.	

Other programs, clubs, service opportunities and pro-social activities we are **building** or adding:

Name of Program, Club, Service Opportunity, or Pro-Social Activities:	How program, club, etc. will address the use of tobacco, alcohol, electronic cigarette products, and other controlled substances:
1. Service Club	
2. Clothing and food drive	
3.	
4.	
5.	

Please note: While the language in these programs does not always explicitly discuss substance use with students, the research suggests that the skills taught in these programs for the elementary and secondary level support prevention effectiveness in preventing student use of substances (Moon & Rao, 2011).

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- White, R., & Warfa, N. (2011). Building Schools of Character: A Case Study Investigation of Character Education's Impact on School Climate, Pupil Behavior, and Curriculum Delivery. *Journal of Applied Social Psychology, 45-60*.



LEGACY | Preparatory Academy

Classical Education and Fine Arts

Directors Report | February 2022

South Campus | Thursday, February 17, 2022 | 7:00pm

MISSION

Legacy Preparatory Academy will cultivate intellectual and moral virtue according to the classically based pillars of truth, goodness, and beauty.

VISION

Legacy Preparatory Academy is committed to providing a culture where students become productive and valuable members of their communities and world. We believe that high expectations, hard work, and enthusiasm are essential values in achieving academic excellence and good character. The values instilled at LPA along with the research-proven curricula, give our students the confidence to achieve anything!

2021-2022 AREAS OF FOCUS

The 2021-2022 areas of focus for the LPA Governing Board and the Administrative team:

- o Mission, Vision, and Values education and promotion
- o (Re)Focus on classical education
- o Management of successful K-9 transition and administrative restructure
- o Physical and mental well-being of LPA staff and students
- o Promotion and measurement of high-quality educational practices as a core competency and marketing differentiation
- o Board conducts meaningful and timely review of administrative staff
- o Professional development for teachers and administrators
- o Monthly accountability and review/approval of board and school policies in accordance with policy calendar
- o Process, policy, and procedure audit and remedy where appropriate
- o Timely progress of campus consolidation and construction

LEGACY PREPARATORY ACADEMY

Early Elementary (South) Campus:

1375 West Center Street
North Salt Lake, Utah 84054
P: 801-936-0555
F: 801-936-1038

Secondary (North) Campus:

2214 South 1250 West
Woods Cross, Utah 84087
P: 801-294-2801
F: 385-290-1470

E: info@legacyprep.org

LEGACY PREPARATORY ACADEMY

Board Meetings:

03-10-22 March Board Meeting
04-14-22 April Board Meeting
05-12-22 May Board Meeting
06-16-22 June Board Meeting

Important Dates:

02-17-22 Spelling Bee
02-21-22 February Break (Feb.21- Feb. 25)
02-28-22 Spirit Week (Feb. 28-Mar.4)
03-24-22 Spring Picture Day
03-25-22 NO SCHOOL – Professional Dev Day
04-01-22 Builders PTO Meeting
04-05-22 School Community Council Meeting
04-08-22 Spring Break (Apr. 4- Apr.8)
04-13-22 Texas Roadhouse Fundraiser
04-21-22 Texas Roadhouse Fundraiser
04-27-22 LPA Blood Drive
05-01-22 Teacher Appreciation Week (May 1- May 5)
05-03-22 School Community Council Meeting
05-06-22 Builders PTO Meeting
05-20-22 Spring Fling
05-30-22 NO SCHOOL – Memorial Day
05-31-22 Field Day/Lagoon Day!

OPERATIONS REPORT

SUCSESSES CELEBRATED

- Martin Luther King, Jr. Speech Contest
Last month we had amazing participation in the Martin Luther King, Jr. speech contest. The contest had three categories; 1st/2nd, 3rd/4th, and 5th/6th grades where students shared inspirational speeches honoring Dr. King. For the first time in years, we had complete memorization, with not one student needing any prompting or reminders to complete their speech.
- Extra Free Dress Day!
Over the last month, our K-9th grade students worked hard to earn an additional free dress day on February 4th. The administration challenged our student body to have 90% of the school within uniform compliance. We are happy to report the lower elementary (K-4) had an average of 97% compliance. Upper elementary (5-6) had average compliance of 96% and the Junior High had average compliance of 93.5%.
- Into the Woods
Our amazing AMT students performed Into the Woods, Jr. the first week of February. It was a great show! We are so proud of all of their hard work over the last month! A special thank you to Laura Brown, Olivia Christensen, and their amazing team for helping us to put on a spectacular show!
- Slippers & Stories
A huge thank you to our Builders PTO team for another successful Slippers & Stories event. Our students had such an amazing time enjoying a donut and some reading time on February 8th.
- Girls Basketball
Please join us in congratulating Coach Jacobs and her team on a great season!
- Parent-Teacher Conferences
Over the three-day period, we had an amazing opportunity to meet with parents and discuss their student's academic performance and experience at school. We are extremely grateful to our Builders team for their efforts in coordinating meals for the staff throughout the week!

HEALTH & SAFETY

- Summary of Utah H.B. 183, which was passed on January 24th, does the following:
 - Changes the test to stay program. With the passage of this bill, an LEA is not required to initiate a test to stay event even if one of its schools meets the case threshold unless all of the following authorities, in consultation with the Utah Department of Health, jointly determine that a test to stay event would be effective in mitigating the harmful public health effects of the virus: the Governor, the President of the Senate, the Speaker of the House of Representatives, and the State Superintendent of Public Instruction.
 - Changes the in-person instruction requirement. This bill allows an LEA, beginning January 31, 2022, to temporarily pivot to remote learning if all of the following occur:
 - The COVID-19 case rates in one or more of the schools within the LEA have surpassed the case threshold;
 - The LEA's board, in a public board meeting, votes to apply for permission to temporarily pivot to remote learning; and
 - The LEA applies for permission to temporarily pivot to remote learning and is granted approval by, the Governor, the President of the Senate, the Speaker of the House of Representatives, and the State Superintendent of Public Instruction.

Legacy Preparatory Academy is prepared to meet the ongoing challenges of COVID-19 and is equipped to pivot, if necessary, between in-person learning and remote learning. The School is fortunate to be a 1:1 school, meaning it has a separate technology device (i.e., a Chromebook) for each student to use. These Chromebooks are used by students at school and can also be taken home for use there. If remote learning becomes necessary, LPA is ready to assign Chromebooks to each student to use during the temporary remote learning period, and LPA staff have the tools and skills to provide both synchronous and asynchronous learning experiences for the students during this period.

- o Legacy Preparatory Academy's COVID-19 dashboard will include LPA's caseload numbers in our community. Our dashboard provides information on the total number of students and adults with **active, confirmed COVID-19 cases*.

To keep the anonymity of our staff and students, should the number of **active, confirmed COVID-19 cases* at either campus drop below 5, we will note it as 1 to 5 on our dashboard.

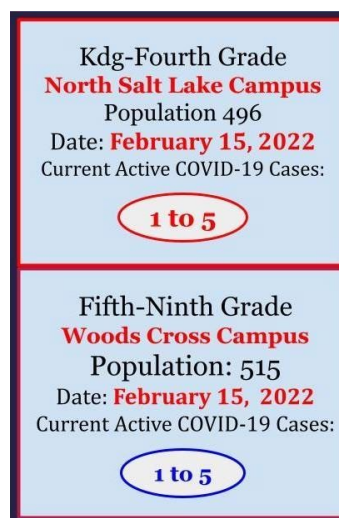
State and local public health officials have released updated COVID-19 isolation and quarantine guidelines following the announcement of the Centers for Disease Control and Prevention (CDC) updated guidelines in January. The guidelines are available at [coronavirus.utah.gov](https://www.cdc.gov/coronavirus/2019-ncov/).

Isolation and quarantine guidelines include, in sum:

- **Isolation.** If a student tests positive for COVID-19:
 - The student must stay home from school for at least 5 days from the day the student was tested. This applies regardless of whether the student is vaccinated or has any symptoms.
 - The student can return to school after 5 days if the student is fever-free for at least 24 hours and the student's symptoms (if any) have improved. The student should also wear a mask, including at school, for 5 days after isolation.
- **Quarantine.** If a student is exposed to someone with COVID-19:
 - If the student is fully vaccinated, the student does not need to quarantine at home. However, the student should wear a mask, including at school, for 10 days after the exposure.
 - If the student is not fully vaccinated, the student should stay home from school for at least 5 days from the day the student was exposed. The student can return to school after 5 days if the student doesn't have any symptoms. The student should also wear a mask, including at school, for an additional 5 days.
 - If the student can't stay home from school, the student may attend school but should wear a mask at school during the 10 days after their exposure.
 - LPA will not violate HB 107

**Active, confirmed COVID-19 cases: "The State of Utah defines School-associated cases as confirmed cases who have attended, worked in, or visited a K-12 school in-person for more than 15 minutes while symptomatic or within 7 days of their symptom onset. This definition captures cases that were at a school during their exposure period and were potentially exposed at the school. It does not necessarily mean the individual contracted COVID-19 from being exposed to the virus while at school. School-associated cases are identified through interviews with cases by the local health departments. This figure does not include those in our school community who are healthy but are nonetheless in quarantine as a precautionary measure."*

District COVID-19 DASHBOARD



ENROLLMENT

- Enrollment
 - We are now accepting applications for the 2022-2023 school year!
 - Our first lottery draw was held on January 24th – subsequent lotteries will be held until we have reached full enrollment in each grade
 - ❖ As of today, Kindergarten is nearly full, with a few pending enrollments.
 - ❖ All other elementary grades are nearing full
 - ❖ Junior High enrollment is looking strong!

MARKETING & DEVELOPMENT

- Marketing
 - Enrollment Ads
 - Ad's for the next month will target all elementary and junior high grades (1-9)
 - Enrollment Interest Meetings
 - Enrollment Interest Meetings will take place on the 1st and 3rd Wednesday of the month at the North Campus. Jules held the first Enrollment Interest meeting on February 2nd, where we had over 50 people in attendance. Three families enrolled at LPA that evening!!!
- Communications
 - The Nova Leonum will continue to go out twice-monthly. This month we will also be working on updating and streamlining the online district calendar.

BUILDING UNIFICATION

- Building Unification Update
 - On February 7th we had our presentation with the Utah Charter School Financing Authority. We are thrilled to report LPA received unanimous approval for bonding on our new project! We expect to close on the bonds within the next 35 days.
 - Exciting Highlight:
 - the financing authority mentioned LPA has the strongest cash on hand balance they have seen in over three years!
 - New Road update! I was able to speak with Woods Cross City's Public Works Director last week. The curb and gutter are being prepped/installed this week. As soon as the temperatures increase they will begin laying asphalt. The city anticipates the road being complete in late March.
 - February begins a new phase of construction! Masonry and steel will begin taking the building vertical starting in the classrooms and working towards the gymnasium and auditorium. As soon as the second level and roof are built out they will receive a layer of concrete and roofing over the top. In the meantime, large runs of mechanical ductwork, fire sprinkler piping, plumbing, and electrical will begin hanging from the ceilings and tying into the lines that have already been stubbed into the building.
 - Upgrades to the existing Woods Cross campus will begin over February break!



EDUCATION REPORT

PROFESSIONAL DEVELOPMENT

- o The teachers were involved with Parent Teacher Conferences this last week, which didn't allow for additional professional development. The teachers reported that their conferences went well with good feedback from families. Concerns which were brought to Administration are being taken care of.
- o Teachers have finished the first unit of their LETRS training and will be receiving their stipend provided by LPA as soon as we have everyone's information turned in.
- o In response to teacher feedback, we are engaging in a process to make the administrative structure easier to understand. We are working on job duties to clarify the process regarding who does what at the school. This will take several weeks, but we are hopeful it will make it easier for teachers and staff to get their questions answered with efficiency. Also, in response to teacher feedback, we are working on a Legacy Behavior Continuum. We want to be able to support teachers in a meaningful way and will be working through a process to understand the expectations they have for Administration as well as provide them with some clarity regarding what they can count on regarding student behavior.
- o The classroom management training on January 26th was excellent. We came away with a lot of data to help us focus interventions and support a group of students who need it. Teachers learned new interventions to help them connect with students to improve their behavior.

STUDENTS

- o The SY23 Fee Schedule and spend plan has been completed and sent out to public comment. Most of the fees will remain pretty similar to this year. Some of the changes occurred in Orchestra with feedback from parents and working with the Orchestra teacher, Mr. Fallis. One other area where the fees changed was a decrease in our basic registration fee from \$125 to \$80. We believe this difference can be covered by the increase to the student WPU. We are also planning to bring back the Contemporary dance class which will be taught by our Theater teacher, Carly Hughes. The fee policy was also sent out for public comment. No changes were made to this policy.
- o The 8th grade students participated in the NAEP testing on February 7th. We had several student who were absent so they will be back to test those few who were out.
- o The Acadience reading test was completed and this is the data we are working with to focus our interventions and support.

GRADE	BOY	MOY	% increase
Kinder	60/75 (15)	68	13.33%
1st	80/102 (22)	86	7.60%
2nd	63/84 (21)	65	3.17%
3rd	68/95 (27)	74	8.82%
4th	52/88 (36)	65	25%
5th	63/92 (29)	69	9.50%
6th*	20	8	-60%
	6th - looked at students below benchmark at BOY to MOY		
	23	13	-43%

*Not all 6th grade students are tested. At the beginning of the year, all students who are new to LPA, who have not met benchmark in the past, or who have an IEP participate in the Acadience reading test. Those students who meet the End of Year benchmark after the first round of testing, are excluded from subsequent testing which makes the number of students at benchmark decrease drastically. A better way to look at the data for 6th grade is to look at the second piece of data which is the number of students well-below benchmark which has decreased from 23 to 13.

We are completing the Acadience math testing and should have that data to share soon as well as Track My Progress from our Jr. High students.

CHARACTER EDUCATION

- o We held the February virtual assembly last week for the Elementary. We are focusing on the following piece of the Paideia for the entire school, "I am Temperate; I exhibit Discipline and Self Control. The Elementary Student Council did a great job thanking their teachers for helping them learn discipline and for being excellent examples. There were interviews with the teachers asking them how the students might improve their self-control. The students are working on showing Self-Control by keeping their cubbies neat and tidy. The Jr. High will also have a virtual assembly this month focusing on the same theme and it will be distributed to students as soon as it's completed.