



## **Board of Trustees**

**02/16/2023 03:00 PM**

Anchor Location: 1353 W 760 N

Orem, Utah 84057




This meeting will be held via teleconference.





## AGENDA

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CLICK HERE TO WATCH THE LIVE BROADCAST.

(<https://simbli.eboardsolutions.com/SU/UbK4bzVubPi0fU0RldpoZQ==>)

<b>1. Board Meeting Welcome and Roll Call</b>	5
<b>2. Pledge of Allegiance</b> 	6
<b>3. Public Comment</b>	7
<p>The Board of Trustees encourages public engagement and places public comment on the agenda at the Board's discretion.</p> <ul style="list-style-type: none"> <li>• Members of the public wishing to speak to the Board must state their name for the official meeting record.</li> <li>• Speakers will be given up to three (3) minutes to address the Board. Speakers representing large groups may request up to six (6) minutes to address the Board.</li> <li>• The public may address any issue not already included on the agenda.</li> <li>• The Board will not take public comment on personnel issues or statements regarding the character, professional competence, and the physical or mental health of an individual during a Board meeting.</li> <li>• The Board is unable to deliberate or take action on items raised during the public comment period that are not on the meeting agenda.</li> <li>• The Board does not respond to comments or questions posed by an individual during the public comment period.</li> <li>• Persons who disrupt Board meetings will be removed from the meeting.</li> <li>• The presiding Board officer, at his/her discretion, reserves the right to end public comment at any time.</li> </ul> <p>The public may also reach the Board by emailing <a href="mailto:feedback@lumenscholar.org">feedback@lumenscholar.org</a> (<a href="https://simbli.eboardsolutions.com/SU/KbutjKplusohc1qUv0plusslshplussy5A==">https://simbli.eboardsolutions.com/SU/KbutjKplusohc1qUv0plusslshplussy5A==</a>)</p>	
<b>4. Consent Calendar</b>	8
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a. Administrative Report	19
b. Finance Report 	20
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a. Bank Account Signers 	24
b. Policy 0565: Reuse and Disposal of Textbooks 	26
<p>By law (Utah Code § 53G-7-606) and USBE rule (R277-433), LEAs are prohibited from disposing of textbooks without first notifying all other LEAs in the state of the LEA's intent to dispose of the textbooks. This does not apply, however, if the textbooks have been damaged, mutilated, or worn out. R277-433 requires all LEAs to have a policy regarding this subject. This policy and the accompanying procedures track the law and rule.</p>	
c. Policy 0700: Student Transportation 	29
<p>R277-601 requires LEAs to have a policy on school buses even if, according to the USBE, an LEA doesn't own or operate school buses. This policy explains that the school does not own or operate school buses and does not provide transportation for students to or from school except where required by law. This policy also addresses how the school handles transportation of students to and from such things such as field trips and extracurricular activities and sets forth the applicable rules and standards related to such transportation.</p>	
d. Policy 0930: Proper Use of Public Funds and Assets 	31
<p>USBE rule R277-417 explains what LEAs can and cannot do with respect to providing enrollment incentives to students, including rules LEAs must follow when providing equipment (for example, laptops or tablets) to students. R277-417 provides that if an LEA provides such equipment to students, the equipment remains the property of the LEA and the LEA must have a corresponding policy. This policy is consistent with the rule and adds that parents/guardians of students who damage school equipment may be financially responsible for the cost of repair or replacement.</p>	
<b>7. Board Business</b>	<b>33</b>
a. Calendaring	34
<p>Next Board Meeting: March 16, 2023 at 3 PM</p>	
<b>8. Closed Session in Accordance with the Utah Open and Public Meetings Act</b>	<b>35</b>
<p><i>A motion to enter a closed session in accordance with Utah Code 52-4-205 for one of the allowed purposes:</i></p> <ul style="list-style-type: none"> <li>• <i>To discuss the character, professional competence, or physical or mental health of an individual pursuant to Utah Code 52-4-205(l)(a).</i></li> <li>• <i>To discuss collective bargaining pursuant to Utah Code 52-4-205(l)(b).</i></li> <li>• <i>To discuss pending or reasonably imminent litigation pursuant to Utah Code 52-4-205(l)(c).</i></li> <li>• <i>To discuss the purchase, exchange, or lease of real property pursuant to Utah Code 52-4-205(l)(d).</i></li> <li>• <i>To discuss the deployment of security personnel, devices, or systems pursuant to Utah Code 52-4-205(l)(f).</i></li> </ul>	



**9. School LAND Trust Council** 36

School LAND Trust Council work session March 16, 2023 at 3 PM in person at the school.

**10. Adjourn** 37

In compliance with the Americans with Disabilities Act, individuals needing special accommodations for this meeting should call (801) 987-9497 to make appropriate arrangements. One or more board members may participate electronically or telephonically pursuant to UCA 52-4-207.



## 1. Board Meeting Welcome and Roll Call

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## 2. Pledge of Allegiance

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### Supporting Links

USA Flag - <https://simbli.eboardsolutions.com/SU/OD2KpwSZB2MDI4VqxRZNiA==>

### 3. Public Comment

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#### Quick Summary / Abstract

The Board of Trustees encourages public engagement and places public comment on the agenda at the Board's discretion.

- Members of the public wishing to speak to the Board must state their name for the official meeting record.
- Speakers will be given up to three (3) minutes to address the Board. Speakers representing large groups may request up to six (6) minutes to address the Board.
- The public may address any issue not already included on the agenda.
- The Board will not take public comment on personnel issues or statements regarding the character, professional competence, and the physical or mental health of an individual during a Board meeting.
- The Board is unable to deliberate or take action on items raised during the public comment period that are not on the meeting agenda.
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#### 4. Consent Calendar

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**4. a. January 19, 2023 Board Meeting Minutes** 

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**Supporting Documents**

 2023.01.19 Board Meeting Minutes DRAFT - LSI

**Meeting Minutes**

 01/19/2023 - Board of Trustees



This meeting was held via teleconference.

## MEETING MINUTES

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### Attendees

#### Voting Members

Ms. Andrea Urban, President  
Ms. Rachel Skinner, Vice President  
Ms. Karen Aston, Secretary  
Ms. Amber Wright, Treasurer  
Ms. Nicole de la Vega, Board Member  
Ms. Nancy Willison, Board Member

#### Others in Attendance

Kristy Gordon, Chief Administrative Officer  
Amy Hart, Director Grades K-8  
Jonathan Seal, Director Grades 9-12  
Dawn Benke  
Kara Finley  
Ken Jeppesen

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### 1. Board Meeting Welcome and Roll Call

Andrea Urban called the Board of Trustees meeting to order at 3:04 PM.

### 2. Pledge of Allegiance

### 3. Public Comment

No public comment.

### 4. Consent Calendar

Motion: I move to approve the consent calendar.

Motion made by: Ms. Amber Wright

Motion seconded by: Ms. Nancy Willison

Voting:

Ms. Andrea Urban - Yes

Ms. Rachel Skinner - Abstain

Ms. Karen Aston - Abstain

Ms. Amber Wright - Yes

Ms. Nicole de la Vega - Yes

Ms. Nancy Willison - Yes

Motion passed.

#### a. December 15, 2022 Board Meeting Minutes

## 5. Audit Presentation

Ken Jeppesen from Eide Bailly reviewed the audit report. The new portions of the audit letter were explained, and a clean opinion was issued. Financial reports were detailed, specifically the revenues, expenses, and notes. Internal controls and state compliance requirements were also audited.

*Ken Jeppesen left the board meeting at 3:18 PM.*

## 6. Reports

### a. Administrative Report

The school year is progressing well, and advertising campaigns for next year are underway. The construction has temporarily been put on hold. Current student enrollment and retention was shown, and the board discussed typical student enrollment and potential influencing factors. Acadience results were provided along with how the data will be used to improve student learning.

### b. Finance Report

Dawn Benke reviewed the current financial reports, including progress for this far in the school year, revenues, and expenses. The balance sheet compares the assets and liabilities to last year and was explained.

## 7. Voting Items

### a. Policy 0425: School Fees and Waivers

Lumen Scholar Institute does not charge fees. The board reviewed 0425: School Fees and Waivers Policy and no changes are needed.

Motion: I move to renew Policy 0425: School Fees and Waivers.

Motion made by: Ms. Rachel Skinner

Motion seconded by: Ms. Karen Aston

Voting:

Ms. Andrea Urban - Yes

Ms. Rachel Skinner - Yes

Ms. Karen Aston - Yes

Ms. Amber Wright - Yes

Ms. Nicole de la Vega - Yes

Ms. Nancy Willison - Yes

Motion passed.

### b. Policy 0900: Banking and Financial Management

The update to the policy increases capitalization of property from one year to three years and from a unit acquisition cost of \$2,500 to \$5,000.

Motion: I move to approve the amended Policy 0900: Banking and Financial Management.

Motion made by: Ms. Andrea Urban

Motion seconded by: Ms. Nicole de la Vega

Voting:

Ms. Andrea Urban - Yes

Ms. Rachel Skinner - Yes

Ms. Karen Aston - Yes  
Ms. Amber Wright - Yes  
Ms. Nicole de la Vega - Yes  
Ms. Nancy Willison - Yes

Motion passed.

**c. 2023-2024 Academic Calendar**

The academic calendar for the 2023-2024 school year was provided and outlined by Kristy Gordon.

*Rachel Skinner left the board meeting at 3:48 PM.*

Motion: I move to approve the 2023-2024 Academic Calendar.

Motion made by: Ms. Karen Aston

Motion seconded by: Ms. Andrea Urban

Voting:

Ms. Andrea Urban - Yes  
Ms. Rachel Skinner - Not Present  
Ms. Karen Aston - Yes  
Ms. Amber Wright - Yes  
Ms. Nicole de la Vega - Yes  
Ms. Nancy Willison - Yes

Motion passed.

**d. LEA-Specific Licenses**

An LEA-Specific License was requested for Stacey Koller for three years as a new teacher who is eminently qualified.

Motion: I move to approve an LEA-Specific License for Stacey Koller.

Motion made by: Ms. Nancy Willison

Motion seconded by: Ms. Karen Aston

Voting:

Ms. Andrea Urban - Yes  
Ms. Rachel Skinner - Not Present  
Ms. Karen Aston - Yes  
Ms. Amber Wright - Yes  
Ms. Nicole de la Vega - Yes  
Ms. Nancy Willison - Yes

Motion passed.

**8. Board Business**

**a. Calendaring**

The next Board Meeting is scheduled for February 16, 2023 at 3 PM.  
A School LAND Trust work session will be scheduled.

**9. Closed Session in Accordance with the Utah Open and Public Meetings Act**

No closed session held.

**10. School LAND Trust Council**

No School LAND Trust Council business conducted.

**11. Adjourn**

Motion: I move to adjourn the board meeting.

Motion made by: Ms. Andrea Urban

Motion seconded by: Ms. Nicole de la Vega

Board of Trustees meeting adjourned at 3:54 PM.

DRAFT



**Board of Trustees**  
**01/19/2023 - 03:00 PM**  
Anchor Location: 1353 W 760 N  
Orem, Utah 84057

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## MEETING MINUTES

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Ms. Karen Aston, Secretary  
Ms. Amber Wright, Treasurer  
Ms. Nicole de la Vega, Board Member  
Ms. Nancy Willison, Board Member

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Kristy Gordon, Chief Administrative Officer  
Amy Hart, Director Grades K-8  
Jonathan Seal, Director Grades 9-12  
Dawn Benke  
Kara Finley  
Ken Jeppesen

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### 3. Public Comment

No public comment.

### 4. Consent Calendar

Motion: I move to approve the consent calendar.

Motion made by: Ms. Amber Wright

Motion seconded by: Ms. Nancy Willison

Voting:

Ms. Andrea Urban - Yes  
Ms. Rachel Skinner - Abstain  
Ms. Karen Aston - Abstain  
Ms. Amber Wright - Yes  
Ms. Nicole de la Vega - Yes  
Ms. Nancy Willison - Yes

Motion passed.



**a. December 15, 2022 Board Meeting Minutes**

**5. Audit Presentation**

Ken Jeppesen from Eide Bailly reviewed the audit report. The new portions of the audit letter were explained, and a clean opinion was issued. Financial reports were detailed, specifically the revenues, expenses, and notes. Internal controls and state compliance requirements were also audited.

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**7. Voting Items**

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Lumen Scholar Institute does not charge fees. The board reviewed 0425: School Fees and Waivers Policy and no changes are needed.

Motion: I move to renew Policy 0425:School Fees and Waivers.

Motion made by: Ms. Rachel Skinner

Motion seconded by: Ms. Karen Aston

Voting:

Ms. Andrea Urban - Yes

Ms. Rachel Skinner - Yes

Ms. Karen Aston - Yes

Ms. Amber Wright - Yes

Ms. Nicole de la Vega - Yes

Ms. Nancy Willison - Yes

Motion passed.

**b. Policy 0900: Banking and Financial Management**

The update to the policy increases capitalization of property from one year to three years and from a



unit acquisition cost of \$2,500 to \$5,000.

Motion: I move to approve the amended Policy 0900: Banking and Financial Management.

Motion made by: Ms. Andrea Urban

Motion seconded by: Ms. Nicole de la Vega

Voting:

Ms. Andrea Urban - Yes

Ms. Rachel Skinner - Yes

Ms. Karen Aston - Yes

Ms. Amber Wright - Yes

Ms. Nicole de la Vega - Yes

Ms. Nancy Willison - Yes

Motion passed.

#### c. 2023-2024 Academic Calendar

The academic calendar for the 2023-2024 school year was provided and outlined by Kristy Gordon.  
*Rachel Skinner left the board meeting at 3:48 PM.*

Motion: I move to approve the 2023-2024 Academic Calendar.

Motion made by: Ms. Karen Aston

Motion seconded by: Ms. Andrea Urban

Voting:

Ms. Andrea Urban - Yes

Ms. Rachel Skinner - Not Present

Ms. Karen Aston - Yes

Ms. Amber Wright - Yes

Ms. Nicole de la Vega - Yes

Ms. Nancy Willison - Yes

Motion passed.

#### d. LEA-Specific Licenses

An LEA-Specific License was requested for Stacey Koller for three years as a new teacher who is eminently qualified.

Motion: I move to approve an LEA-Specific License for Stacey Koller.

Motion made by: Ms. Nancy Willison

Motion seconded by: Ms. Karen Aston

Voting:

Ms. Andrea Urban - Yes

Ms. Rachel Skinner - Not Present

Ms. Karen Aston - Yes

Ms. Amber Wright - Yes





**Board of Trustees**  
**01/19/2023 - 03:00 PM**  
Anchor Location: 1353 W 760 N  
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Ms. Nicole de la Vega - Yes

Ms. Nancy Willison - Yes

Motion passed.

## 8. Board Business

### a. Calendaring

The next Board Meeting is scheduled for February 16, 2023 at 3 PM.

A School LAND Trust work session will be scheduled.

## 9. Closed Session in Accordance with the Utah Open and Public Meetings Act

No closed session held.

## 10. School LAND Trust Council

No School LAND Trust Council business conducted.

## 11. Adjourn

Motion: I move to adjourn the board meeting.

Motion made by: Ms. Andrea Urban

Motion seconded by: Ms. Nicole de la Vega

Voting:

Ms. Andrea Urban - Yes

Ms. Rachel Skinner - Not Present

Ms. Karen Aston - Yes

Ms. Amber Wright - Yes

Ms. Nicole de la Vega - Yes

Ms. Nancy Willison - Yes

Board of Trustees meeting adjourned at 3:54 PM.

## 5. Reports

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## **5. a. Administrative Report**

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### **Contact Person**

Kristy Gordon, Chief Administrative Officer

Amy Hart, K-8 Principal

Jonathan Seal, 9-12 Principal

## 5. b. Finance Report

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### Contact Person

Dawn Benke, Academica West

### Supporting Documents



LSI Monthly Financials

# Lumen Scholar Institute Statement of Activities

Created on February 11, 2023  
For Prior Month

	Annual June 30, 2023 Budget	Year-to-Date January 31, 2023 Actual	% of Budget
<b>Net Income</b>			
Income			
Revenue From Local Sources	20,000	10,516	52.6 %
Revenue From State Sources	3,908,955	2,277,355	58.3 %
Revenue From Federal Sources	93,521	0	0.0 %
<b>Total Income</b>	<b>4,022,476</b>	<b>2,287,871</b>	<b>56.9 %</b>
Expenses			
Instruction/Salaries	2,291,843	1,181,324	51.5 %
Employee Benefits	442,196	169,887	38.4 %
Purchased Prof & Tech Serv	464,423	306,678	66.0 %
Purchased Property Services	193,264	103,989	53.8 %
Other Purchased Services	107,764	60,959	56.6 %
Supplies & Materials	485,000	373,295	77.0 %
Property	0	10,912	0.0 %
Debt Services & Miscellaneous	9,267	3,286	35.5 %
<b>Total Expenses</b>	<b>3,993,757</b>	<b>2,210,330</b>	<b>55.3 %</b>
<b>Total Net Income</b>	<b>28,719</b>	<b>77,541</b>	<b>270.0 %</b>

**Lumen Scholar Institute**  
**Statement of Financial Position**  
**Created on February 11, 2023**  
**For Prior Month**

	<b>Period Ending</b> <b>01/31/2023</b>	<b>Period Ending</b> <b>01/31/2022</b>
	<u>Actual</u>	<u>Actual</u>
<b>Assets &amp; Other Debits</b>		
Current Assets		
Operating Cash	1,915,536	1,963,777
Accounts Receivables	5,357	5,670
Other Current Assets	5,366	5,366
Total Current Assets	<u>1,926,259</u>	<u>1,974,813</u>
Net Assets		
Fixed Assets	608,390	107,721
Depreciation	(165,237)	(56,835)
Total Net Assets	<u>443,153</u>	<u>50,886</u>
<b>Total Assets &amp; Other Debits</b>	<b><u>2,369,412</u></b>	<b><u>2,025,699</u></b>
<b>Liabilities &amp; Fund Equity</b>		
Current Liabilities	<u>10,677</u>	<u>(21,283)</u>
Long-Term Liabilities	<u>385,201</u>	<u>0</u>
Fund Balance	<u>1,895,992</u>	<u>1,677,363</u>
Net Income	<u>77,542</u>	<u>369,619</u>
<b>Total Liabilities &amp; Fund Equity</b>	<b><u>2,369,412</u></b>	<b><u>2,025,699</u></b>

## 6. Voting Items

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## 6. a. Bank Account Signers

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### Contact Person

Dawn Benke, Academica West

### Supporting Documents



LSI Bank Recommendation



## RECOMMENDATION

- ▶ Align bank account structure with approval structure
- ▶ Tighten controls
- ▶ Operating Account-
  - ▶ 2 signers
    - ▶ President
    - ▶ Treasurer
  - ▶ 1 Debit Card
    - ▶ LEA Director
    - ▶ \$8000 transaction limit
  - ▶ Checks require 2 signatures (Intacct)
  - ▶ Director, Accountant, Board members, and bookkeeper have view access to bank account
- ▶ P-Cards
  - ▶ All cards approved by board
  - ▶ Transaction limits \$8000 or below
  - ▶ Board member approves director's transactions (Tallie)
  - ▶ LEA Director approves others' transactions (Tallie)

## 6. b. Policy 0565: Reuse and Disposal of Textbooks

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### Contact Person


Platte Nielson, Academica West

### Quick Summary / Abstract

By law (Utah Code § 53G-7-606) and USBE rule (R277-433), LEAs are prohibited from disposing of textbooks without first notifying all other LEAs in the state of the LEA's intent to dispose of the textbooks. This does not apply, however, if the textbooks have been damaged, mutilated, or worn out. R277-433 requires all LEAs to have a policy regarding this subject. This policy and the accompanying procedures track the law and rule.

### Supporting Documents

 Lumen Reuse and Disposal of Textbooks Admin Regulation

 Lumen Policy 0565 Reuse and Disposal of Textbooks Policy

## **Regulation 0565-R(1): Reuse and Disposal of Textbooks**

**Original Adopted Date:** \_\_\_\_\_

These regulations are established pursuant to the Reuse and Disposal of Textbooks Policy established by the School's Board of Directors.

### Textbook Disposal

The School's Chief Administrative Officer or his/her designee is authorized to determine when the School will no longer use certain textbooks. The reasons for deciding that the School will no longer use certain textbooks may be varied, including that the textbooks are outdated, have inaccurate, inappropriate, or insufficient content, and/or are in poor physical condition.

After the School's Chief Administrative Officer or his/her designee determines that the School is no longer going to use certain textbooks, the School may dispose of the textbooks, subject to the notification requirements below. Textbooks may be disposed of in a variety of ways. For example, the School may donate, recycle, sell, exchange, or even throw away textbooks, as appropriate. However, whenever practical and when textbooks still have market value, the School shall attempt to sell or negotiate the exchange of the textbooks before donating, recycling, or throwing them away.

### Required Notification

Prior to disposing of textbooks, the School shall notify all other LEAs in the state of the School's intent to dispose of the textbooks. The School may provide this notification by any reasonable method, including, for example, by a mass email to all other LEAs in the state or by providing the notification to the Utah State Board of Education ("USBE") who will then provide the notification to all other LEAs (such as through USBE emails to LEA curriculum directors). The notification shall describe how long the textbooks may be available and the general timeline for their disposal.

The notification requirement described above does not apply when textbooks have been damaged, mutilated, or worn out. The School may dispose of such textbooks without providing any prior notification to other LEAs.

## **Policy 0565: Reuse and Disposal of Textbooks**

**Original Adopted Date:** \_\_\_\_\_

### **Purpose**

The purpose of this policy is to help ensure Lumen Scholar Institute (the “School”) disposes of its textbooks properly and in accordance with Utah Code § 53G-7-606 and Utah Administrative Code Rule R277-433.

### **Definitions**

For purposes of this policy, “textbook” has the same meaning as described in Utah Code § 53G-7-601 and R277-433.

### **Policy**

The School shall select and purchase textbooks in accordance with School policy and applicable law. The Chief Administrative Officer or his/her designee is responsible for determining how long the School will use or reuse its textbooks and when and how the School will dispose of its textbooks.

The School shall not dispose of textbooks without first notifying all other LEAs in the state of the School’s intent to dispose of the textbooks. However, this requirement does not apply to textbooks that have been damaged, mutilated, or worn out.

The Chief Administrative Officer shall establish administrative regulations regarding the various ways in which the School may dispose of textbooks and how the School may provide the required notification to all other LEAs in the state before disposing of textbooks.

## 6. c. Policy 0700: Student Transportation

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### Contact Person

Platte Nielson, Academica West

### Quick Summary / Abstract

R277-601 requires LEAs to have a policy on school buses even if, according to the USBE, an LEA doesn't own or operate school buses. This policy explains that the school does not own or operate school buses and does not provide transportation for students to or from school except where required by law. This policy also addresses how the school handles transportation of students to and from such things such as field trips and extracurricular activities and sets forth the applicable rules and standards related to such transportation.

### Supporting Documents

 [Lumen Policy 0700 Student Transportation Policy](#)

## Policy 0700: Student Transportation

Original Adopted Date: \_\_\_\_\_

### Purpose

The purpose of this policy is to address how student transportation is handled at Lumen Scholar Institute (the “School”). It is also to establish rules and requirements related to student transportation to help ensure student safety.

The School intends for this policy to satisfy the policy requirements of Utah Administrative Code Rule R277-601.

### Policy

#### No School Buses

The state does not provide the School (or any other Utah charter school) with any state transportation funding. As a result of this, and as a result of the School being an online school, the School does not own or operate school buses and does not provide transportation for students to or from School, except where required by law.

#### Student Transportation for School Activities

The School may provide transportation for students in charter buses or through public transportation in connection with field trips, extracurricular activities, or other School-sponsored activities. Any charter bus company selected by the School to transport students shall meet or exceed industry safety requirements and provide reliable and professional transportation services.

The School may also provide student transportation for School activities through private or rental vehicles driven by School employees or volunteers who have been approved by School administration. The School’s administration shall establish the necessary qualifications for such drivers and other requirements that must be met prior to using private or rental vehicles to transport students.

The School shall inform parents and guardians when it intends to provide student transportation in connection with School activities and shall give parents the opportunity to consent to such transportation. A student’s parent or guardian must provide consent in order for their student to be transported to and/or from School activities as described in this section.

Charter bus operators and, to the extent practicable, other vehicle drivers approved by the School to transport students to and/or from School activities, shall adhere to the applicable standards in R277-601-3. The School shall enforce the applicable standards as required by the rule.

## 6. d. Policy 0930: Proper Use of Public Funds and Assets

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### Contact Person

Platte Nielson, Academica West

### Quick Summary / Abstract

USBE rule R277-417 explains what LEAs can and cannot do with respect to providing enrollment incentives to students, including rules LEAs must follow when providing equipment (for example, laptops or tablets) to students. R277-417 provides that if an LEA provides such equipment to students, the equipment remains the property of the LEA and the LEA must have a corresponding policy. This policy is consistent with the rule and adds that parents/guardians of students who damage school equipment may be financially responsible for the cost of repair or replacement.

### Supporting Documents

 [Lumen Policy 0930 Proper Use of Public Funds and Assets Policy](#)

## **Policy 0930: Proper Use of Public Funds and Assets**

**Original Adopted Date:** \_\_\_\_\_

### **Purpose**

The purpose of this policy is to establish that Lumen Scholar Institute (the "School") will not misuse its public funds or assets to try to persuade students to enroll in the School or participate in any of the School's programs.

### **Policy**

The School shall comply with Utah Administrative Code Rule R277-417 regarding providing incentives, disbursements, or equipment to its students or potential students.

The School may use public funds to provide its students with equipment as set forth in R277-417. However, if the School or a third-party provider of the School purchases equipment and provides the equipment to a student or a student's parent or guardian, the equipment remains the property of the School. Upon receipt of such equipment, the student and the student's parent or guardian shall take reasonable precautions to protect the equipment. If the equipment is damaged or lost while under the care of the student or the student's parent or guardian, they may be financially responsible for the cost of repair or replacement.

The School shall use, manage, and dispose of equipment and other assets in accordance with applicable law and rule.



## 7. Board Business

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## 7. a. Calendaring

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### Quick Summary / Abstract

Next Board Meeting: March 16, 2023 at 3 PM

## 8. Closed Session in Accordance with the Utah Open and Public Meetings Act

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### Quick Summary / Abstract

*A motion to enter a closed session in accordance with Utah Code 52-4-205 for one of the allowed purposes:*

- *To discuss the character, professional competence, or physical or mental health of an individual pursuant to Utah Code 52-4-205(I)(a).*
- *To discuss collective bargaining pursuant to Utah Code 52-4-205(I)(b).*
- *To discuss pending or reasonably imminent litigation pursuant to Utah Code 52-4-205(I)(c).*
- *To discuss the purchase, exchange, or lease of real property pursuant to Utah Code 52-4-205(I)(d).*
- *To discuss the deployment of security personnel, devices, or systems pursuant to Utah Code 52-4-205(I)(f).*

## 9. School LAND Trust Council

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### Quick Summary / Abstract

School LAND Trust Council work session March 16, 2023 at 3 PM in person at the school.

**10. Adjourn**

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