



Developing youth who are
CAPABLE
CONFIDENT &
CONTRIBUTING

Lakeview Academy Board of Trustees Meeting
527 West 400 North Saratoga Springs, Utah

November 14, 2019
Minutes

The mission of Lakeview Academy is to develop Capable, Confident, and Contributing members of society through learning experiences that foster growth, creativity, and character development.

The purpose of the board, on behalf of the citizens of Utah, is to see to it that Lakeview Academy (1) achieves what is should according to the Lakeview Academy Charter and state laws and (2) avoids unacceptable actions and situations.

1. Welcome and Roll Call- 7:14 pm **Alan Daniels, Natalie Steed, Niki Martins, Rick Veasey, Tyler Shimakonis, Nicole Desmond**
Public- Katie Voeks
2. Pledge of Allegiance-7:14
3. Reports
 - a. Director's Report
 - i. Monthly Director's Report
 - b. Board Member Reports
 - c. Financial Reports Ending September 30, 2019
 - i. Balance Sheet Report Ending September 30, 2019
 - ii. Check Register Report Ending September 30, 2019

Does Not have test scores from the state yet so we don't have our full testing report as of yet. Enrollment is as expected, 1,025 was our october count. We don't have some siblings who were not able to get in so they will be offered positions as they become available. Utah application grants are in progress right now. TSSA grant requires the board to vote on, we have already completed that so it is in process. As we approve budget plans we by default will be approving the grant application for that area. We do not need action item votes separately. Had an awesome veterans assembly. The Roar program is going great. We will be looking for ways to improve but we are already seeing great successes with the program. New enthusiasm behind the reading groups and we want to keep the positive energy going strong. Leo teachers are doing tracker sheets and taking the lead in the Roar program.. Leo teachers make the lesson plans and deliver to the teachers that week. The teachers are excited and love the program and it is in large part because of the extra support and doesn't add too much to the plate of the teacher.

Boys and Girls track took STATE this year.

4. Public Comment The public may address any issue not related to items already on the agenda. Please state your name for the official minutes. Please be mindful of the length of the board meeting and be concise.
5. Board Business
 - a. Expansion update - Finance and Construction

We have closed on the land for our expansion. Current RFP doesn't include a GFP. Did Not include anything to do with the extension of the road or the utilities into the property. Started the process of drawing up a new RFP to include those major factors. Downfall is that pricing isn't going down so hopefully our price has not inflated too much.

Records room needs to be organized and gone through. Keep only things that need to be kept and dispose of other things.

Interviews today for an additional board member.

6. Consent Agenda

a. Minutes October 2019

Tyler Shimakonis made a motion to approve the consent agenda- Alan Daniels, Natalie Steed, Niki Martins, Tyler Shimakonis- (4-0)

b. Income Statement Report Ending in September 30, 2019

7. Action Items

a. 2020-2021 Proposed School Calendar

Finding a good balance with alpine school districts current schedule while still keeping our usual Thanksgiving week long break. Option D includes more full weeks off and less half days. Less partial weeks which are harder for kids and teachers. Calendar D is: Fall break is a full week off of school, Thanksgiving is a full week off and December christmas has 2 weeks off, full week off for spring break. Student calendar

Tyler Schimakonis makes a motion to approve the 2020-2021 school calendar as option D -Alan Daniels, Natalie Steed, Niki Martins, Tyler Shimakonis- (4-0)

b. Construction Committee formation (authorization to review and release of RFP)

Have instruction committee for RFP's. Committee can vote on and submit RFPs without a vote from the board. After audit committee reviews the RFP we would vote on the final RFP. Speed up the process to submit without having to have a meeting. Audit committee would be 4-5 people and 3 people as a construction committee.

Tyler Schimakonis Makes a motion to form a construction committee of a board member, another individual and Mr Veasey to create an RFP to be sent for construction purposes--Alan Daniels, Natalie Steed, Niki Martins, Tyler Shimakonis- (4-0)

8. Closed Session-

- a. A motion to enter a closed session in accordance with Utah Code 52-4-205 for the purpose of discussion of litigation matters, acquisition of real property, or authorized personnel issues.
- b. Action, if any, from closed session

9. Adjourn

Lakeview Academy Board Meeting

Public Comment and Pattern of Formality Guidelines

The following are guidelines that were taken from Robert's Rules of Order and modified to assist the Lakeview Academy Board in running efficient meetings:

Public Comment

11. During the agenda under the Public Comment section, the public may address any issue not related to items already on the agenda. Please state your name for the official minutes. Please be mindful of the length of the board meeting and limit your comments to two minutes.
12. After an item has been introduced and debated by the board, the President will call for Public comment on that item only. Each public attendee shall have the opportunity to speak two times on the same issue on the same day. It shall proceed that everyone will be given their first opportunity to speak before anyone will be given their second opportunity.
13. To maintain order, if someone from the public is out of order, the President will verbally counsel them by calling, "point of order."

Order of Debate

1. The item will be introduced by the sponsor if the sponsor is not present then the President will assign someone to do the introduction.
2. Members debate the item (unless no one wished to debate it). Each member is allowed two separate opportunities to speak on the item.
3. The President will then open the item up for Public Comment following the directions in public comment section 2.
4. The item will then be opened up to the Board for additional debate if necessary.
5. A member makes a motion by saying, "I move that..." if it is long; it should be prepared in writing and given to the President or Secretary. If no motion is made then the item dies, and no further debate will occur.
6. Another board member may amend the motion. If the motion is amended the President asks is there any objection to adopting the amendment. If no objection is made, the chair may declare the amendment adopted. If even one member objects, however the amendment is subject to debate and vote like any other motion.
7. If the motion is amended the President may open it up to further board comment if necessary.
8. The President will then call the question and take a vote on the item.
9. The President announces the vote.

Pattern of Formality

1. The President should be addressed as Mister or Madam President as appropriate.
2. Wait to be acknowledged verbally or with a nod before speaking by the President.
3. Speak only to the President or through him/her.
4. Avoid personalizing any issue; speak to the subject, not the person you disagree with. An example of this would be if you believe something said to be untrue, you would say, I believe the member is mistaken instead of saying something was a lie.
5. If anyone breeches Robert's Rules or for example speaks out of turn, it is called a point of order and will be corrected by the President or any other board member that catches it. One would say, "Point of Order" The President would acknowledge the person and they would say what breach occurred. The President would then say "the point of order is well taken" or in unfounded, "the point of order is not well taken."

Questions Board Members Consider When Making Decisions

1. How will the decision affect the school?
2. How does this decision relate to our mission statement and philosophy?
3. What's the potential for legal problems if I vote yes? What if I vote no?
4. Does this decision affect:
 - a. The students and families we serve? How?
 - b. Lakeview Academy's staff? How?
 - c. The community? How?
 - d. The Board of Trustees itself? How?Is the impact on any of these groups negative? If it is, will the decision benefit significantly more people than it will harm?
5. Have we voted on this matter before? If yes, why are we considering it again? How have the conditions changes?
6. Do I have all the information I need to make a sound decision? What questions should I ask before making this decision?
7. If someone asked me to justify why I made this decision, can I explain my decision?