



**Lakeview Academy Board of Trustees Meeting**  
**April 10, 2025 at 7:00 p.m.**  
**527 W 400 N Saratoga Springs, Utah**

**Lakeview Academy Mission:**

Develop Capable, Confident, and Contributing members of society through learning experiences that foster growth, creativity, and character development.

**Lakeview Academy's Board of Trustee Role:**

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

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1) Welcome and Roll Call

**BEGIN TIME: 7:02 PM**

**IN PERSON ATTENDANCE:** Alan Daniels, Ashley Hintze, Tina Smith, Rick Veasey, Nicole Desmond, and Kassy Oveson.

**ONLINE:** Lindsey Condie, Daniel Dunn (7:16PM), Jones Dias (7:30PM)

**ABSENT:**

**Community Members:** Joe Dunlop, KayLynn Sims

2) Pledge of Allegiance

3) Board Business

a) UAPCS Training Opportunities

i) Annual conference 2025: June 10-11th, Davis Convention Center, Layton

b) Board observation sheet

The observation sheet draft is in the board packet. It is intended to organize the board members to identify and record school activities. It includes the vision and mission of the school and will eventually have links to charter policy. This will help consolidate all the information into one place.

The board would manage this document. Ashley asked if we needed to retro the information into the document. Alan suggests that we start this year and make adjustments next year. Rick asked if there could be a space about how the board found out about the activity. Tina said she would add it.

Ashley asked if the board could be added to the school calendar so it automatically updated them what was going on at the school. No further comments were made.

c) Director's Report

The new budget will be discussed at the next board meeting. We are currently offering open positions to students. Rick discussed enrollment numbers for next school year. He hired 2 teaching positions for next year, a second-grade teacher and a sixth-grade language arts teacher.

The tool our horn section has a lot of information as the end of the school year is very busy. Activities can be found on the CAP.

The temporary fence, in relation to the expansion project construction, will be going up soon. Rick has discussed procedures with the staff. A letter will be going out to parents next week explaining the process.

Alan asked about the new teachers. Rick said that the new second-grade teacher is a first-year teacher who has worked as an aide and a student teacher and is familiar with Lakeview. The sixth-grade teacher is a transfer from another charter school.

d) Board Member Reports

No comments

e) Committee Reports

i) Policy Committee

No comments

ii) Expansion Committee

Building permits are approved. A letter will be sent to parents regarding the expansion process next week. A groundbreaking ceremony is being planned for a non-school day to celebrate and take pictures.

No further questions or comments.

iii) Audit Committee

No Comments

- f) February Financial & Accounting Reports
  - i) Financial Scoreboard
  - ii) Annual Financial Metrics
  - iii) Balance Sheet Report
  - iv) Income Statement Report
  - v) Check Register Report
  - vi) P-Card Purchase Reports

The financial reports are for February. Finance remains strong despite the expansion expenses. Rick and Nicole met with David before the bond closed regarding reimbursement. Decided to postpone the discussion of reimbursement to the school until May.

There were a couple of small adjustments made to the prior periods. One was a reclassification for an overnight teacher conference. Nicole explained the state definitions for teacher travel and professional development. The other adjustment was with the lunch program.

Some areas of the budget are trending high and have been discussed in previous meetings. Nicole will make adjustments to the final budget. Tina thanked Nicole for overseeing the budget and finances and helping us be fiscally responsible.

Nicole and Rick had a meeting to go over next year's budget. It is a conservative budget with 1,066 students. We will probably have more students and will adjust accordingly.

Lakeview officially closed the bonds, it is funded and is with the trustee. We have completed our first construction draw.

**MOTION BY: Alan Daniels moved to accept the February financial and accounting reports.**

**Yes Vote:** Alan Daniels, Ashley Hintze, Lindsay Condie, Tina Smith, Daniel Dunn

**No Vote:** None

**Abstain:** None

**MOTION PASSES**

- 4) Public Comment: The public may address any issue unrelated to items already on the agenda. Participants are asked to state their names for the official minutes and please be concise. If you cannot attend the meeting, email your comments to [bot@lakeview-academy.com](mailto:bot@lakeview-academy.com) to be included in the minutes. Please submit your comments no later than two hours prior to the start of the meeting.

Kaylynn Sims invited the board members to the 1st grade 'show what you know'. Doing string phones, kazoos and maracas. The string phones will stay at school, the rest will go home with the students. Starts at 10:45 AM in gym 1. She sent the info to the BOT email and not all board members.

- 5) Consent Agenda
  - a) Minutes March 12, 2025
  - b) Title Commitment
  - c) Survey
  - d) Phase I
  - e) Appraisal
  - f) Indemnity Agreement
  - g) Owner's Affidavit
  - h) Security Agreement
  - i) Inspection Contract
  - j) Parent Assisted Learning (PALS) Volunteer Policy
  - k) Criminal Background Checks and Arrests Policy

No comments

**MOTION BY: Alan Daniels moved to approve the consent agenda.**

**Yes Vote:** Alan Daniels, Ashley Hintze, Lindsay Condie, Tina Smith, Daniel Dunn

**No Vote:** None

**Abstain:** None

**MOTION PASSES**

- 6) Action Items
  - a) Benefits and Leave Policy

The State has new requirements and we need to update our policies to match. The first change has to do with who is able to contribute to a 401k. It now includes all employees, but only the employees working more than 1,000+ hours a year will receive employer contributions. The tiers and availability were updated.

The PTO policy remains the same. Full-time school-year employees receive 10 days a school year and those working in the summer get 12

days of personal leave.

As of July 1, 2025, we are required to give parental and postpartum leave to full-time benefits-eligible employees. Parental leave is for both mother and father. Postpartum leave is 3 weeks full pay, and parental leave is an additional 3 weeks for a total of 6 weeks paid leave given consecutively. It is done by week, not by day or hour, despite school being in session. Parental leave includes foster children placement, adoption, and circumstances where a child has been placed in a home. FMLA leave can be taken intermittently, parental leave cannot. Alan asked where the policy draft came from. Nicole said that she used the language in the law and adjusted it for the policy. Alan asked if we could get risk management to look at it and review it and if it would be worth it. Nicole said that is a possibility, but the language is right out of Utah code.

Tina asked if we needed to include the codes from the state law in the policy for reference. Nicole said that it does not include it, but it can be added to the policy for a reference. It should include House Bill 431 from 2024 general session and Utah code 63A-17-511. Policy needs to be approved by July 1.

**MOTION BY: Alan Daniels moved to approve the benefits and leave policy.**

**Yes Vote:** Alan Daniels, Ashley Hintze, Lindsay Condie, Tina Smith, Daniel Dunn

**No Vote:** None

**Abstain:** None

**MOTION PASSES**

b) School Land Trust 2025-2026

Rick said that the School Land Trust plan hasn't changed much since last year. These funds are used to purchase technology to help students connect with their learning by getting additional technology into the classroom. Two goals were outlined. One being technology in the classroom to help instruction. The second goal is to increase the technology in the space center and space missions.

All the Land Trust money for the previous year has been used, so there is no carry over into the next year. Approximately \$164,000 going towards these two goals.

A roll call vote is required on the document when it is uploaded to the School Land Trust website.

**MOTION BY: Tina Smith moved to approve the school land trust plan for the 2025-2026 school year.**

**Yes Vote:** Alan Daniels, Ashley Hintze, Lindsay Condie, Tina Smith, Daniel Dunn, Rick Veasey

**No Vote:** None

**Abstain:** None

**MOTION PASSES**

7) Closed Session

**MOTION BY: Alan Daniels *MOVED TO ENTER A CLOSED SESSION PER UTAH CODE 52-4-205 TO DISCUSS LITIGATION MATTERS, ACQUISITIONS OF REAL PROPERTY OR AUTHORIZED PERSONNEL ISSUES.***

- a) A motion to enter a closed session per Utah Code 52-4-205 to discuss litigation matters, acquisition of real property, or authorized personnel issues (all motions, except the motion to exit the closed session, will be made in an open meeting.)
- b) Return to Open Meeting
- c) Action may be taken regarding litigation matters, acquisition of real property, or authorized personnel issues.

**Yes Vote:** Alan Daniels, Ashley Hintze, Lindsay Condie, Tina Smith, Daniel Dunn

**No Vote:** None

**Abstain:** None

**MOTION PASSES**

**IN PERSON ATTENDANCE:** Alan Daniels, Ashley Hintze, Tina Smith

**ONLINE ATTENDANCE:** Lindsey Condie, Daniel Dunn, Jonas Dias

**INVITED GUEST:** None

**Began: 7:53PM**

**Ended: 9:18PM**

**NO ACTION WAS TAKEN FROM THE CLOSED SESSION**

8) Adjourn

**MOTION BY: Alan Daniels moved to adjourn.**

**Began: 9:20 PM**

**END TIME: 9:21PM**