



Lakeview Academy Board of Trustees Meeting
January 8, 2026 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 Trustees 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.

1) Welcome and Roll Call

BEGIN TIME: 7:03PM

IN PERSON ATTENDANCE: Ashley Hintze, Michael Hinckley, Aaron Glass, Lindsay Condie, Tina Smith, Nicole Desmond, Kassy Oveson, and Rick Veasey

ONLINE:

ABSENT: Daniel Dunn

Community Members: Kaylynn Sims

- 2) Pledge of Allegiance
- 3) Professional Development
 - a) Board Retreat Date

The board decided to postpone the retreat to ensure a structured and outcome-driven session with professional facilitation. Tina has reached out to the UAPCS for facilitators and requested formal proposals including costs and methodology. She will provide the board updates via email regarding facilitator contacts and arrangements. Ashley and other board members are asked to provide clear goals to potential facilitators.

- b) LEA: updates to R277-123 (Nicole emailed 12/9/25)

The board reviewed updates to the USBE Regulation R277-123, requiring annual non-compliance reviews. The board noted that school policies need to be reviewed and aligned with the updated regulation. The policy committee needs to be formed. The policies found on the school website need to be organized and updated.

- 4) Reports
 - a) Director's Report

The majority of the mid-year assessments are completed. The data dives are scheduled for next week. The reports will be shared at the February board meeting.

The lottery enrollment is within expectations. Rick will send periodic updates to the board's email. Efforts are being made to increase community awareness and lottery participation.

Marketing strategies were discussed. These include new banners in front of school, yard signs for families and enhanced open house events with possible incentive for referrals. It was suggested to do a special open house targeting kindergarten and seventh grade which are the entry points.

Rick talked about participating in the community events such as Splash Days. Lakeview will be celebrating its 20 year anniversary this year and it was suggested to do a long day of introductory activities and use it as an opportunity to reach out to the community.

Current 6th grade students from other schools have been invited to participate in a space mission at Lakeview in hopes of increasing enrollment.

The school is in the process of replacing the Marquee in front. Rick is currently working on bids.

Teacher retention remains strong. New teacher recruitment is delayed until after January 20th due to platform changes. Student retention is also strong with about 90% return rate. The biggest drop is 7th grade, which is considered a transition year.

Lindsay asked about full day kindergarten feedback. Rick said that full-day kindergarten participation increased, reducing partial-day attendance to approximately 12 students, improving instructional consistency. Partial day students are divided into classrooms evenly.

Kindergarten class placements were refined using beginning of year assessments and teacher collaboration to balance classrooms and meet student needs.

Ashley asked about the cut off days to switch classrooms. Rick said it was Oct. 1st. When kindergarten students choose full day, then it stays full day unless circumstances change such as an IEP or administrative recommendations.

All kindergarten students receive academics in the morning block. The afternoon block focuses on specialties and enrichment activities. New content is not being added in the afternoon, rather, existing content is spread across the full day.

b) Board Member's Reports

Lindsay Condie submitted her resignation from the board effective at the conclusion of the January 8, 2026 meeting due to increased personal responsibilities. It was noted that Lindsay served on the board for almost 4 years. She has agreed to remain involved with the expansion committee as the Chief School Building Bond Officer (CSBBO). She also agreed to serve on the Professional Advisory Committee to maintain access to institutional knowledge pending board approval.

Ashley reported that the Christmas staff lunch was successful and that there was a lot of food left over. The teachers enjoyed taking the leftovers home.

Tina talked about board training opportunities on the handout given to board members at the meeting. A conference will be held June 9-10. Board members can receive a scholarship to attend the conference if attending the monthly zoom training opportunities.

Tina explained the enrollment sheet from the ratings presentation with S & P. It showed the target enrollment for Lakeview which is part of the rating process investors look at. Aaron asked if this could be sent out by

email. Tina said she would send the presentation to the board.

i) CAP report and assignments

No comments.

c) Board Committee Reports

i) Policy Committee

School policies on websites are outdated, inconsistent and may contain duplicates (i.e. multiple finance policies). Policies need to be organized, updated and aligned with recent legislation. A solution was proposed to conduct a training/planning session for the policy committee prior to board retreat. Considerations for volunteers help from non-board members to support policy committee workload. In need of mapping out existing policies to identify gaps and outdated documents.

ii) Expansion Committee

Rick provided comprehensive updates on the expansion, with a substantial completion date of September 12, 2026.

The East classroom is 90% complete. Remaining work includes electrical connections to the lighting system, installing sprinkler covers, gap filled and trim around roof installed. The room will not be open for use until security systems are fully functional.

The North building is nearing completion. Everything has been painted, tile & carpet installation is underway. They are testing all outlets. The HVAC system was activated over Christmas break with the new transformer installed for capacity. Expected completion is in February.

The South Building (Art Wing) is continuing. The contractors have framed the second floor, pouring concrete for theater seating. The framing completion was pushed back one week, but will not delay other trades.

The playground installation was finished over Christmas break. It is now being used by students. Lindsay asked if the swings raised the insurance. Rick said insurance was not affected because all equipment is certified for age groups. It has been a great addition to the school.

Aaron asked about board committees and where parents can help. Michael wanted clarification about the policy committee and would like to have a meeting for strategies and training.

It was commented that the policy committee has the most significant work load. The expansion committee could also benefit from volunteer support.

Tina talked to David about project financing and the second phase. Need approximately \$2-3 million dollars, which was part of the plan. Nicole and David also talked about strategies and the finance authority process. A meeting is scheduled for January 30th with the finance authority. A meeting is scheduled with the expansion committee the first week of February. Timing is critical; delays could jeopardize project completion timeline. The expansion committee is expected to present options to the board at the February meeting. The board will need to approve before moving forward.

(1) Naming in stewardship update

Aaron asked if the project is being delayed because we haven't named the building. The answer was no.

iii) Financial Audit Committee

No comments.

d) October & November Financial & Accounting Reports

- i) Financial Scoreboard
- ii) Monthly Financial Metrics
- iii) Balance Sheet Report
- iv) Income Statement Report
- v) Check Register Report
- vi) P-Card Purchase Reports

Nicole presented two months of reports since we didn't have a meeting in December. Revenues exceeding budget projections due to the October 1 count. The budget was designed conservative which allows for these surplus funds to be used where needed.

A revised budget hearing anticipated around March (possibly February) to determine allocation of excess funds. Rick is compiling a list of desired expenditures for this year.

All expense lines aligned with expectations. Any out of line items have been previously discussed.

Overall the school is in a healthy financial position, we are compliant with budget requirements and are on track with financial planning.

Aaron asked about activity budgets. Nicole said we don't have a good report for that but can share activity registers if requested.

MOTION BY: Michael moved to accept the financial and accounting reports.

Yes Vote: Ashley Hintze, Michael Hinckley, Aaron Glass, Tina Smith, Lindsay Condie

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 to be included in the minutes. Please submit your comments no later than two hours prior to the start of the meeting.

No comments.

5) Consent Agenda

- a) Minutes November 13, 2025
- b) MTI Contract for spring play
- c) Criminal Background Check update

No comments.

MOTION BY: Aaron moved to accept the consent agenda.

Yes Vote: Ashley Hintze, Michael Hinckley, Aaron Glass, Tina Smith, Lindsay Condie

No Vote: None

Abstain: None

MOTION PASSES

6) Action Items

a) Firearm Safety Curriculum

Rick reminded the board of the state legislative requirements for firearm safety training for students. Rick reached out to SRO in the community. The Alpine School Districts model was reviewed for elementary instruction. Rick discussed the idea that a few specialty teachers will present to students to ensure consistency with all grades.

Tina and Aaron asked about middle school student firearm curriculum. Rick said he would do more research on what options are available for middle school and present at a future meeting.

Aaron asked about guidelines for teacher training. Rick said he would train teachers to stick to the script to maintain consistency and political neutrality. The focus is on student safety and responsibility.

MOTION BY: Tina moved to approve the Elementary Firearm Safety Curriculum.

Yes Vote: Ashley Hintze, Michael Hinckley, Aaron Glass, Tina Smith, Lindsay Condie

No Vote: None

Abstain: None

MOTION PASSES

Rick asked a clarifying question. MS curriculum not approved at this time. This will be discussed at the next meeting.

b) Board Appointments

The board discussed the role Lindsay Condie will participate in after her resignation from the board. It was noted that the CSBBO role does not require board membership, allowing this continuity without formal board status. Her ongoing involvement supports smooth project progress and governance stability during the expansion phase.

MOTION BY: Ashley Hintze moved that the board appoint Lindsay Condie to continue serving as CSBBO and Chair of the Expansion Committee for Lakeview Academy through the receipt of the Certificate of Occupancy.

Yes Vote: Ashley Hintze, Michael Hinckley, Aaron Glass, Tina Smith

No Vote: None

Abstain: Lindsay Condie

MOTION PASSES

The board discussed appointing Lindsay to be a part of the Professional Advisory Committee, enabling previous confidential knowledge sharing and support for current board members. It adds a layer of delegated authority to talk to previous board members about financing and other board related things. Members are allowed to talk about open session items as well as invite them to closed sessions.

The Professional Advisory Committee membership and terms require review and cleanup to maintain relevancy and clear roles.

MOTION BY: Michael Hinckley moved to appoint Lindsay Condie to the Board's Professional Advisory Committee.

Yes Vote: Ashley Hintze, Michael Hinckley, Aaron Glass, Tina Smith

No Vote: None

Abstain: Lindsay Condie

MOTION PASSED

MOTION BY: Ashley Hintze moved to accept the resignation of Lindsay Condie, effective at the conclusion of the January 8, 2026 Board meeting.

Yes Vote: Ashley Hintze, Michael Hinckley, Aaron Glass, Tina Smith

No Vote: None

Abstain: Lindsay Condie

MOTION PASSES

7) Closed Session

No closed session called.

- 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.

8) Adjourn

Tina Smith moved to adjourn.

END TIME: 8:12PM

Meeting Duration: 69 minutes