



Lakeview Academy Board of Trustees Meeting
September 10, 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.

BEGIN TIME: 7:03PM

END TIME: 8:45PM

IN PERSON ATTENDANCE: Ashley Hintze, Tina Smith, Michael Hinckley, Aaron Glass, Daniel Dunn (7:36PM), Cece Benson, Kimberly Thompson, Nicole Desmond and Kassy Oveson

ONLINE: None

ABSENT: Rick Veasey

Community: William Evans

1. Welcome and Roll Call
2. Pledge of Allegiance
3. Reports
 - a. Board Member's Reports
 - i. Open Meeting Training

The board watched an 8 minute Open Meeting training video from training.auditor.utah.gov. The Board confirmed understanding of the quorum rules, agenda posting and minutes requirements to ensure transparency.

- li. Board Observation report and assignments

Spreadsheet sent to board. Board members were reminded to put their name on the event they plan to attend. Vega is now being used at the school for room scheduling. The board was sent an email link.

The parent elect attended the 3rd grade enhancement. She reported that it was a success.

- b. Director Report

No report was submitted this month.

- c. Board Committee Reports
 - i. Policy Committee
 - 1) Minutes September 2, 2026

The policy committee had its first meeting Sept. 2. The next meeting is scheduled Sept. 23rd. The committee members were assigned individual policies to review using a shared google drive folder for document collaboration. Policy committee meeting minutes were shared with the board.

The board agreed that governance policies tied directly to Board functioning should be owned by the full board or executive committee rather than the general policy committee so the committee can focus on broader school policies. The board acknowledged the need for additional resources to accelerate policy updates.

ii. Expansion Committee

The monthly required reports were submitted on time. Most city punch list items are expected to be completed by Sept. 16, except theater flooring and pony wall installation. Audio equipment installation will resume after pony wall completion.

The fire marshal approval was secured and subcontractor oversight will continue over the weekend to ensure progress. Temporary Certificates of Occupancy (TCO) have not been issued yet.

iii. Financial Audit Committee

The financial audit is still in process.

d. July 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

Early fiscal year financials show a steady start with limited July expenses and enrollment slightly above budgeted targets.

July financial reports show minimal expenses due to most staff returning in August. A few small projects wrapped up before school started, with some travel for training. The financial dashboard is still being updated and was not included this month.

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

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

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 June 25, 2026
- b. Minutes Aug. 1, 2026
- c. Select Health Contract
- d. Blind Mule Behavioral Services Contract
- e. Minutes Aug. 13, 2026
- f. Arbitrage Compliance Services Contract

The board needed to reapprove consent items from last month due to an audio recording error.

MOTION: Tina Smith moved to approve the consent agenda.

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

No Vote: None

Abstain: None

MOTION PASSES

6. Action Items

- a. Droplet

The Business Office asked for a pilot project to digitalize 3 administrative forms using Droplet software to streamline workflows and approvals. The platform aims to centralize for submission, approval and processing reducing paper handling. The contract is for a full year subscription with 3 forms.

The initial focus will be on requisitions, staff absence forms and another undetermined form. The Business Office will monitor adoption and possibly extend to additional forms in the future.

MOTION: Aaron Glass moved to approve the Droplet contract for three forms for a one-year trial period.

Yes Vote: Ashley Hintze, Tina Smith, Michael Hinckley, Aaron Glass, Daniel Dunn, Cece Benson

No Vote: None

Abstain: None

MOTION PASSES

- b. Teacher and Student Success Plan (TSSA) Frame work

The TSSA framework was updated to include language requiring 50% of the teaching team to receive evidence-based literacy training if third-grade reading scores fall below state target. The reading score is currently exceeding 80%, meeting the 2030 compliance without triggering interventions.

MOTION: Michael Hinckley moved to approve the Teacher and Student Success Plan Framework.

Yes Vote: Ashley Hintze, Tina Smith, Michael Hinckley, Aaron Glass, Daniel Dunn, Cece Benson

No Vote: None

Abstain: None

MOTION PASSES

- c. Teacher and Student Success Plan (TSSA) Spend Plan

The program allows us to transfer unused TSSA funds into the fiscal flexibility account to help students in certain programs.

MOTION: Tina Smith moved to approve the Teacher and Student Success Spend Plan.

Yes Vote: Ashley Hintze, Tina Smith, Michael Hinckley, Aaron Glass, Daniel Dunn, Cece Benson

No Vote: None

Abstain: None

MOTION PASSES

d. LEA Specific license approval

Administration reported that 3 teachers are currently in the APPL program. One is a returning teacher, the other 2 are new hires.

MOTION: Tina Smith moved to accept the APPL program candidates as listed for the 2026-2027 school year.

Yes Vote: Ashley Hintze, Tina Smith, Michael Hinckley, Aaron Glass, Daniel Dunn, Cece Benson

No Vote: None

Abstain: None

MOTION PASSES

e. Policy Committee Pact (amended)

The policy committee pact was updated with committee member names with terms.

MOTION: Michael Hinckley moved to accept the Policy committee Pact.

Yes Vote: Ashley Hintze, Tina Smith, Michael Hinckley, Aaron Glass, Daniel Dunn, Cece Benson

No Vote: None

Abstain: None

MOTION PASSES

f. Proposal for Continued Governance Support

William Evans presented his proposed governance support plan, including follow-up from the board retreat. He provided a document outlining the proposed work and added notes and clarification where needed. The proposal includes a strategic planning framework focused on establishing new policies, identifying appropriate benchmarks for the coming years, and assigning owners to specific goals. The strategic plan would cover approximately three to five years.

The board discussed the fee structure and scope of work. The proposal includes up to 15 hours of work, with additional hours outside the agreed scope billed separately. Board members requested that the proposal clearly identify specific deliverables and clarify what William would be responsible for versus what would be the responsibility of the board. Members expressed a desire for more specific written expectations rather than broad or vague language. William indicated that he is willing to work with the board and committees to revise the contract and present an updated version for consideration in October.

No action was taken on the proposal, and no motion was made.

Item	Fee
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Monthly Retainer (committee support, policy drafting, training design, direct-report evaluation support)	\$2,500 / month
Additional hours beyond retainer scope	\$150 / hour
Optional Add-On: Annual Strategic Check-In (facilitated session)	\$2,000 flat fee
Optional Add-On: School Leader Support (Quarterly)	\$500/per PD

Pricing below is left as a placeholder for you to finalize before this proposal is shared.

7. Closed Session

MOTION: Tina Smith moved to enter a closed session per Utah Code 52-4-205 to discuss litigation matters, acquisition of real property, or authorized personnel issues.

ROLE CALL VOTE:

Ashley Hintze: aye
Tina Smith: aye
Aaron Glass: aye
Daniel Dunn: aye
Michael Hinckley: aye
Cece Benson: aye

Invited: Nicole Desmond and Kimberly Thompson

- 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.

Start: 8:08PM

Open Meeting Resumed: 8:45PM

No action items were presented.

Roll call following closed session: Ashley Hintze, Tina Smith, Michael Hinckley, Aaron Glass, Daniel Dunn, Cece Benson

8. Adjourn

MOTION: Michael Hinckley moved to adjourn the meeting.

END TIME: 8:45PM