
LAKEVIEW ACADEMY BOARD OF TRUSTEES MEETING

February 7, 2008

7:07pm

Present: Julianne Kicklighter, Tina Smith, Tim Willden, Melinda Reeve, Mandee Dean, Joylin Lincoln

I. Roll Call

II. Director's Report

a. Enrollment Report

- i. The printed report was reviewed by the board members. Enrollment seems to be stable.

b. DIBELS Report

- i. The printed report was reviewed by the board members. Ms Stone feels good about the progress shown on the report. The 1st grade drop is less than expected from going to non-sense words to literacy. 2nd grade went from 70 to 72 in the benchmark. 3rd, 4th, and 5th shows similar progress. 6th grade shows some drop in the benchmark. There is a plan in place to address this problem to do some intensive work with those children that are not progressing as expected. One teacher mentioned that she did not have enough scores. That should not be the case. Teachers are going to do more testing and monitoring of the lower achieving children.
- ii. Lincoln: Are the children not achieving desired fluency getting a second chance at testing? Is this test to address reading fluency or reading comprehension?
- iii. Ms Stone: This is one, a very successful, indicator of reading success. Fluency highly correlates to reading success and comprehension. Once fluency problems are identified, teachers work on the phonetic skills needed to remediate that problem. Parents are also involved and informed about their children's interventions.

III. Business Manager's Report

- a. Fillmore: Update on legislation. The action for legislation to let charter schools receive their due funds for the children enrolled and not to have these fund go to the public schools is being reviewed in committee by the committee leadership. This would equalize funding among school district. Another negotiation is the rate of charter school growth. The move is to increase that by a lot, about 1.5% to 2% of public school children.
- b. Another bill sponsored by Kevin Garn of Kaysville is to remove the deadline on charter school selection by March 31st.
- c. Another one is to increase administrative funds for charter school to \$70 per student.

- d. Another one is to create Charter School Service Centers to share resources and materials.
- e. There is the possibility of increase teacher's pay next year.
- f. Next Monday is the Charter School Association. And Tuesday the Charter School Association is doing a show-and-tell of charter schools for legislators from 4 to 6pm at the State Capitol.

IV. Board President's Report

- a. Appointment of Board Vice President: Tim Willden has been appointed as Board Vice President.
- b. The board is now with 6 members.

V. Treasurer's Report

- a. The finance report did not get in by the deadline.
- b. There are a couple of items in the budget that are in red, and are being addressed by the James and Lincoln Fillmore. This is because the funds from the bond are not being shown.
- c. James: We'll be presenting a more comprehensive report next month. It will still show in red because it does not include the bond revenue. We had a surplus last fiscal year that we will be carrying over. Many expenses are way under-budget, such as workers compensation, substitute teachers, etc.
- d. Other charter schools are asking help for IT for the computer-based testing. They are willing to pay. We should gather information about needed skills and post them.

VI. Public Comment not related to items on the agenda

- a. Mr. Stone: We are lacking chairs for special programs. We have about 120. Four more racks (336) of chairs will cost \$7,300. The mechanical closet will not hold all of these four racks
- b. As a volunteer, I propose a volunteer morale activity, such as a potluck or something to boost morale for parent in coming here.

VII. Consent Agenda

- a. November 1, 2007 Minutes
Motion to table the consent agenda (November 11, 2007 minutes).
Unanimously approved to table the consent agenda.

VIII. Action Items

a. Shred-It proposal

- i. The shredder is way overused. James presented the Shred-It proposal for placing bin which will be picked up and documents are guaranteed to be destroyed. The charge is \$50 a pickup once a month.
- ii. Willden: What are the requirements about staples, paper clips, etc.
- iii. No specific requirements.
- iv. I would recommend keeping the one we have as a backup.
- v. **Tina Smith moved to approve the Shred-It proposal. Tina Smith amend her motion to approve the Shred-It proposal for \$25 per pick up.**

- vi. General daily used is overwhelming the shredder because they come in bulk. Emptying the shredder also makes a mess when it gets too full.
- vii. Can we use these funds to buy a better, sturdier shredder?
- viii. The proposed receptacle would be big enough for a year. So this would be \$25 a year.
- ix. Motion unanimously approved.**

b. Budget Funds Reallocation

- i. Transfer from Equipment Repairs to Classroom Supplies
 - 1. Motion to table this item. Second. Unanimously approved.**

c. Stipends for 2007-2008 school year

- i. Mande Dean moved to approve the stipends for the 2007-2008 school year. Motion died.**
- ii. There is a question about which committees should be allocated more stipends. The concern is that since every teacher to participate a committee and some committees put more time than others, are the teachers equally compensated.
- iii. Mande Dean motioned to table stipends for the 2007-2008 school year. Unanimously approved.**

d. Amended By-Laws

- i. Joylin Lincoln: There is a change to the By-Laws in the Conflict of Interest section not to allowed a member of the board to have relative employees of the school.
- ii. Mande Dean motioned to approve the amendments to the By-Laws. Unanimously approved.**

e. Technology Proposal

- i. Tim Willden moved to table the technology proposal. Unanimously approved.**

f. CUSAP

- i. Our application has been approved. The funds are available.
- ii. If we do not approve this now the funds do not go away.
- iii. Mande Dean: Question: Can we take the funds that stipulate policies we do not currently have in place?
- iv. Tina Smith: Question: There are some programs in the grant that are said to be adopted but I don't remember the board to approve its adoption
- v. Tim Willden motioned to table this item (CUSAP Grant) to review this more closely and establish appropriate policies. Unanimously approved.**

g. REN Web pay now services

- i. Monson: This will give us the capability to allow parents to pay lunch online. There is a fee per transaction and a percent fee for credit cards that it is passed to parents.
- ii. Tim Willden: Is this system PCI compliant? Does the proposal include a "convenience charge"

- iii. Tina Smith: Is this for any fees, not just lunch?
- iv. Tim Willden: What's the average check or transaction?
- v. James Fillmore: They go from \$2 to \$400.
- vi. Mande Dean: There is a fee for printing reports that the school will need to bear.
- vii. **Joylin Lincoln: Motion to approved the REN Web pay now service pending PCI compliance.**
- viii. Comments: Is this per transaction or per child? In another school they charge per child. It seems it is per transaction
- ix. **Joylin Lincoln: Amend motion: to include passing transaction charges to parents.**
- x. There is not a fee for the school to contract this service.
- xi. **Unanimously approved.**

IX. Study Items

a. Charter

- i. Revision to the charter by Kristy Gordon was reviewed and read.
- ii. Tina Smith: Question about should the list be kept to its original or should it be updated to reflect the people currently involved.
- iii. "Academic committee" was proposed to be changed to "committee" because not all committees are academic.
- iv. Tina Smith: Are the teachers keeping the portfolios or the students keeping their own portfolios?
- v. Julianne Kicklighter: A point of clarification: this is the time to study and read the charter, not necessarily to propose changes. It's all right to ask questions and analyze the charter, but we should probably have another session to address changes to the charter.

b. Discipline Policy

- i. The Discipline Policy was reviewed
- ii. Joylin Lincoln: Need to make sure the policy is aligned with the charter.
- iii. Julianne Kicklighter: We have a current discipline policy that needs updating. This policy is intended to replace the current one.
- iv. Julianne Kicklighter: Propose the policy to go back to committee to be included in a school-wide behavioral program to have consistency from grade to grade.
- v. Joylin Lincoln: I would like to see more detail in the procedures to guide the teacher on discipline issues.
- vi. There is not a committee currently working on this. Is there an existing committee that could be assigned to this policy? The SAC committee could be assigned.
- vii. Mr. Stone: An appropriate timeframe could be to work on this for three or four months in special work sessions with the SAC committee. Next meeting we will plan on a special work session to address this policy.

c. Extracurricular Participation Policy

- i. Move this item to a later date.

d. Benefits/Comp Time Policy

- i. Move this item to a later date.

e. Premier Agenda Character Education Proposal

- i. Monson: Presented the Premier Agenda Character Education proposal. They address younger children and older ones. The planners are used not only to keep track of assignments but also to give the parents a one stop shop for assignments and records. Teachers receive their own planners. The 7th to 9th uses “The 7 Habits for Highly Effective Teens” for the character development part of the program.
- ii. Joylin Lincoln: I believe that the planners should come out of the Educational Curriculum Budget.
- iii. The cost was reviewed. \$2,700 for Covey’s books for middle school and \$5.95 per planner. Total \$5,799.93.
- iv. Tina Smith: What’s the teachers’ feedback on this proposal? There was a character education program last year that was approved by the board. Was that ever implemented?
- v. Monson: Teachers are implementing their own programs.
- vi. Tina Smith: This looks good and provides cohesiveness, but that was the intent of last year’s program. Are we going to have the same issues implementing this program?

f. Grievance Policy

- i. The Grievance Policy and the form were reviewed.
- ii. Some typographical errors were corrected to adapt the policy to the charter school.
- iii. The policy was read.
- iv. Joylin Lincoln: Proposed to add that each grievance has a copy filed with the Business Manager as a control that each grievance is timely addressed.
- v. Joylin Lincoln: Proposed to change “the Board Secretary” to “a Board member” because the secretary is not a member of the Board.

X. New Business

- a. No new business

XI. Motion to enter closed session for the purpose of discussion litigation matters, acquisitions of real property or authorized personnel matters.

- i. **Julianne Kicklighter** **aye**
- ii. **Tim Willden** **aye**
- iii. **Mandee Dean** **aye**
- iv. **Joylin Lincoln** **aye**
- v. **Melinda Reeve** **aye**
- vi. **Tina Smith** **aye**

XII. Action, if any from closed session.

- a. Joylin Lincoln moved to remove stipends for the 2007-2008 school year, and technology proposal from the table. The vote was unanimous.
- b. Tina Smith moved to approve \$20,000 for stipends for the 2007-2008 school year.

- c. Tina Smith moved to approve the technology proposal for \$500 to increase capacity of the mailboxes for selected individuals. The vote was 5-1 with Melinda Reeve voting no.**
- d. Melinda Reeve moved to approve up to \$3000 for an external audit. The vote was unanimous.**

XIII. Adjourn