



Regular Meeting Minutes

The Governing Board of Lava Hot Springs Academy

Date: Monday-February 3, 2025

Time: Regular Session at 7:00 pm MST

Location: Lava Hot Springs Elementary: 249 W Fife. Lava Hot Springs, ID 83246.

1. Call to Order

- a. Time: 7:05pm
- b. Roll call-Kolleen Degraff, Randy Benglan, Yvette Cadeaux, Taralyn Christensen, Megan Reno, Brenda Hatfield,
- c. Pledge of Allegiance
- d. Opening Prayer-Taralyn Christensen

2. Approval of Agenda

- a. Amendments of Agenda
 - i. Point of order: Randy Benglan we don't need to formally amend agenda unless amendments need to be made.
 - ii. Tyson's resignation letter added to the agenda as point j and the board needs to schedule a work session to finish board policies as point k. Motion-Taralyn Christensen, Second-Brenda Hatfield, Passed-Unanimously.

3. Consent Agenda

- a. Approval of previous meetings minutes
 - i. Review corrections, motion, vote
 1. Review and accept minutes with adjustments and review in the February meeting. Motion- Brenda Hatfield, Second-Megan Reno, Passed-Unanimously
- b. Approval of financial reports
 - i. No reports at this time.

4. Reports

- a. Administrator's report: Discussion
 - i. New P.O. Box. Signers Kolleen, Randy, Megan
 - ii. Teacher job listing ready to post. It is posted on Facebook, and needs to get posted on the school website.
 - iii. 24 enrollees in the first few days of the enrollment being opened up. (mostly students in 1st, 2nd, and 3rd grades)
 - iv. Outreach from Portneuf Therapy Center willing to help us with occupational therapy support.



- v. Meeting tomorrow with community individuals at 3pm about the possibility of a preschool in the building.
- vi. Downloaded the Hillsdales curriculum.
- b. Committee reports
 - i. Facilities update: Discussion- None
 - ii. Grants update: Discussion- None
 - iii. Curriculum update: Discussion- Hillsdale curriculum is free and where we are headed for the history curriculum. We have downloaded all the curriculum which is free. The curriculum has workbooks and printables available for cost if we want them.
 - iv. Marketing update: Discussion- Megan and Brenda have been working on the website, and it gets glitchy when someone visits the site. Fixing the two tone headers. The board has permission to post banners out on the lawn. Can we have banners at the other elementary schools?

5. Public Comment- No forms submitted

6. Discussion and Action Items

- a. Elect Vice Chair and Treasurer positions: Discussion with potential for action
 - i. Yvette Cadeaux as the Vice Chair. Motion-Megan Reno, Second-Brenda Hatfield, Passed Unanimously.
 - ii. Table the Treasurer position Motion-Megan Reno, Second-Yvette Cadeaux, Passed unanimously.
- b. Establish board member terms of service: Action
 - i. The board terms will be as follows.
 - 1. Group A-Randy Benglan
 - 2. Group B-Brenda Hatfield, Yvette Cadeaux
 - 3. Group C-Megan Reno, Taralyn Christensen
 - 4. Group D-Bryan Grant, ~~Tyson Koester~~
 - ii. Motion-Megan Reno, Second-Yvette Cadeaux, Passed unanimously
- c. Video recordings for board meetings: Discussion with potential for action
 - i. Bluum doesn't recommend recording the board meetings. The MVDS21 does record. We could use Zoom to broadcast. We need video and microphone equipment.
 - ii. Getting a finance package together to see how much it will cost for Zoom meetings. Motion-Brenda Hatfield, Second-Megan Reno, Passed-Unanimously.
- d. Board meeting software programs: Discussion with potential for action
 - i. Software programs like Board Docs are expensive, but could be helpful in the long run. Maybe we could look into these types of programs more and see if there are any free versions.
- e. Policies: Discussion with potential for action
 - i. Schedule another work session and special meeting Monday the 17th at 6pm at the school. Motion-Brenda Hatfield, Second-Taralyn Christensen, Passed-Unanimously



- f. Board bylaws revision: Discussion with potential for action Secretary needs to make a notice of the bylaws change 7 days before the change.
 - i. Current bylaws talk about how we will vote in executive session, but by law we cannot vote in executive session. We need to amend the bylaws to say that we will vote after the executive session in order to comply with state law. Executive session vote: Action
 - ii. Chairman authorized to make motions: Discussion with potential for action
 - 1. The board needs to change the bylaws so that the board chair can make a motion. Other if any: Discussion
 - 2. Board discusses the possibility of allowing the treasurer to not be a member of the board. Maybe wait until we know who comes along to fill that position.
 - iii. Have the secretary make the notice that any voting taking place after the executive session and that the board chair can make motions.
Motion-Megan Reno, Second-Brenda Hatfield, Passed-Unanimously
- g. Bussing: Discussion with potential for action
 - i. MVSD21 is on board with helping with our bussing routes and transportation. We may need a work session to figure that out with how to work that with the district. Timing of the bus routes may change when school can start the school day.
 - ii. Further discussion and work sessions are needed. No action needs to be taken at this time.
 - iii. Continue our discussion about bussing at a later date. Motion-Megan Reno, Second-Brenda Hatfield, Passed-Unanimously
- h. Community meeting schedule: Discussion with potential for action
 - i. Make a motion to continue our discussion of the community meeting schedule at the future work session or special session.
 - ii. Motion-Megan Reno, Second-Brenda Hatfield, Passed-Unanimously
- i. LHSA needs to open a bank account: Discussion with potential for action
 - i. Which bank will LHSA use? Ireland in Lava
 - ii. Who will be the signer at the bank? Educational director, Board Chair
 - iii. Who is allowed to take out loans? The signers of the account with the approval of the board of directors.
 - iv. Ireland bank needs a copy of signed meeting minutes to authorize who will have access.
 - v. LHSA will bank with Ireland bank, with the option to look into other banks for better investment opportunities. Educational director and chair will be signers of the general account. The board chair, acting as LHSA and with board approval, can take out a loan or credit cards. Motion-Taralyn Christensen, Second-Megan Reno, Passed-Unanimously
- j. Resignation letter of Tyson Koester
 - i. Motion to accept Tyson's letter of recognition and add it to the record.
Motion-Brenda Hatfield, Second-Yvette Cadeaux, Passed-Unanimously



- ii. Need to advertise for another board member to fill Tyson Koester's board position.
- k. Need to post the future work session to finish the board policies.
- l. Move to creating the schedule for the year to bullet point L instead of vi.
Motion-Megan Reno, Second-Brenda Hatfield, Passed-Unanimously
 - i. Creating a schedule for the year: Discussion with potential for action
 - 1. Schedule the calendar for the year.
 - 2. Table Motion-Taralyn Christensen, Second-Brenda Hatfield, Passed-Unanimously

7. Adjournment

- a. Motion-Brenda Hatfield, Second-Yvette Cadeaux, Passed-Unanimously
- b. Time: 8:08pm

Board Chair

Brenda Hatfield

Date

3/3/2025

Secretary

Taralyn Christensen

Date

3/3/25