



Regular Meeting Minutes

The Governing Board of Lava Hot Springs Academy

Date: Monday-April 7, 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- 7:00pm
- b. Roll call- Randy Benglan, Taralyn Christensen, Bryan Grant, Tom McBride, Brenda Hatfield, Megan Reno, Yvette Cadeaux
- c. Pledge of Allegiance
- d. Opening Prayer- Taralyn Christensen

2. Amendments of Agenda

3. Consent Agenda

- a. Approval of previous meetings minutes
 - i. Motion-Tom McBride, Second-Brenda Hatfield, Passed Unanimously
- b. Approval of financial reports
 - i. Nothing to report at this time.

4. Reports

- a. Administrator's report: Discussion
 - i. Visit to Alturas set for April 14th
 - ii. Lottery procedure-
 1. Ends April 30 at 5pm
 2. We need to decide if we need a second 3rd and 4th grade class
 3. Need to decide who will make the acceptance phone calls and emails, and notify everyone by May 3rd by and everyone has to accept by May 5th 9pm. May 10th all student documents need to be submitted to LHSA. Also need to notify students that have not been accepted and are on the wait-list.
 4. Need to make our own tech use rules, etiquette, and security
 5. Need to make field trip permission forms
 6. Need to sign a walk to school release form
 7. omella.com is the website to create forms for a microschool
 8. Do we also need to randomize by grade along with tiers? Also need to ask how to send the student personal information safely. Can we encrypt the email? We could possibly have them bring in hard copies to scan. Need to ask Marc and Mike at Bluum.
 9. We need someone to help make the forms for students to fill out. Brenda has volunteered to work on the forms that need to be sent



out to students. Kolleen can approve these forms alone since these are an administrative issue.

10. Application count by grades: K=7, 1=12, 2=13, 3=16, 4=18, 5=10, 6=10, Total students=86

11. Student Information Systems-

- a. Infinite Campus (\$30,579 startup and \$7,329 annual after) and PowerSchool (\$38,085 Startup and \$11,253 annual + 20% for later sign up) are very comparable in what they offer. Infinite Campus is a little bit more flexible.

12. Curriculum- Bluum has suggested that it would be best to follow either Gem Prep or Alturas curriculum

- a. \$399 for Mystery Science and \$3000 for supplies for the entire school. We need to get that order in by the beginning of May.
- b. CSP grant opens April 21 and ends May 2nd. Receive notice of awardees May 28, and funds are dispersed June 2nd. Training meeting April 10th for Kolleen, Randy, and Tom.
- c. Hillsdale is still a go, Kolleen would like around \$500 for supplies.
- d. Kody Tillotson May still be willing to do the music program. Need to ask him on June 1st.
- e. Restraint and seclusion training that is mandatory, July 28th =\$1,400 cost. (Maybe ask for this to be included in the CSP grant) Send one teacher to come back and train the other teachers.

b. Committee reports

i. Facilities update: Discussion

1. Trying to make communication lines more open about the lease agreement.
2. Levy agreement still underway.

ii. Grants update: Discussion

1. NEA Foundation needs a staff member to apply
2. Have applied to the LMC Foundation for a classroom grant for Chromebooks and a rolling charging station.
3. Francis Recker from SunnySide is making school supplies available for students.

iii. Curriculum update: Discussion

1. Updated in the administrators report

iv. Marketing update: Discussion

1. Need to do a meeting in Soda and Inkom, Kolleen and Megan will take care of those meetings.
2. Need to do an informational meeting in Lava before April 30th but not the 26th.



3. Meeting at 7pm on April 25th at Lava. Jay Thayne has approved that date and time for us to use the building.

5. Public Comment

a. No Forms

6. Executive Session-For the purpose 'to consider hiring an employee(s)' and 'to consider labor contract matters' under Idaho Code § 74-206(1)(a) & (j)

- a. Motioned by Randy Benglan, Seconded by Megan Reno, passed unanimously by roll call vote.
- b. Personnel matters- **Idaho Code § 74-206 (a)**
- c. Labor Contract matters- **Idaho Code § 74-206 (j)**
- d. No vote was taken while in executive session
- e. Motion to exit- Megan Reno, Second- Brenda Hatfield, Passed Unanimously

7. Discussion and Action Items

- a. LHSa Salary Schedule- Discussion and action.
 - i. Motion to setup a special meeting with a work session to work on possibility of adding one more $\frac{3}{4}$ class and working out the hiring pay scale on Wednesday the 9th at 5pm-Bryan Grant, Second-Brenda Hatfield, Passed- Unanimously
- b. Teacher Employment- Action
 - i. Motion to approve the recommendation as presented by Kolleen Degraff-Randy Benglan, Second-Megan Reno, Passed-Unanimously
- c. Preschool Update- Qaren Whitworth- Discussion
 - i. We would need to talk to the district about the possibility of subletting a room for the preschool.
 - ii. Idaho Stars- It is preferential to have a room with a designated bathroom.
 - iii. Preschool needs to be segregated from the rest of the school. Or the preschool would need a separate entrance, as long as they are escorted by a parent.
 - iv. Preschool would need to have a different recess schedule.
 - v. Would need the fire marshall to come to ok the preschool room setup.
 - vi. An after school program would probably need to have its own agreement in order to use the gym with the extra students.
 - vii. Would need to have an agreement for the preschool, an agreement for the after school program, and an agreement for the lunch program. Schedule. Acknowledgment from parents that it's not part of the Charter school, curriculum, approval from the district, business license from the city, background check.
 - viii. Still working on calling insurance companies. Many companies have dropped preschools. Contact Marsh Valley about the insurance provider they use for their preschool.
 - ix. Cannot use our special programs.
 - x. Preschool would need to stay on the same schedule as the Charter.
 - xi. LHSa kindergarten would be the Morning session.



- d. Approval of Board of Directors policy manual (Idaho Code § 33-506(1)- Discussion with potential for action.
 - i. There are a few typos that need to be corrected.
 - ii. Motion to table the board policies with the necessary grammatically corrections until Wednesday Special Meeting-Randy Benglan, Second-Megan Reno, Passed-Unanimously
- e. Develop Campus Safety Policy- Discussion with potential for action.
 - i. We could possibly use Gem Prep or Alturas student handbooks as a template.
 - ii. Motion to table letters E, F, G-Randy Benglan, Second-Brenda Hatfield, Passed-Unanimously
- f. Develop Student policies- Discussion with potential for action.
 - i. We could possibly use Gem Prep or Alturas student handbooks as a template.
 - ii. Motion to table letters E, F, G-Randy Benglan, Second-Brenda Hatfield, Passed Unanimously
- g. Develop New Student/Parent handbook- Discussion with potential for action.
 - i. We could possibly use Gem Prep or Alturas student handbooks as a template.
 - ii. Motion to Table letters E, F, G-Randy Benglan, Second-Brenda Hatfield, Passed-Unanimously

8. Adjournment

- a. Motion-Tom McBride, Second-Randy Benglan, Passed-Unanimously
- b. Time-9:54

Board Chair

Randy Benglan

Date *5/5/25*

Secretary

Farah Christensen

Date *5-6-25*