

**C.S. LEWIS ACADEMY**  
**Founder's Meeting**  
August 3, 2006 – 7:30 pm to 9:30 pm

Minutes

Attendance: Jim Horton, Reba Vest, Gwen Heath, Marilyn Roberts, Noele Corrigan, Lauren Ploeger, Dr. Bart Reynolds (partial via conference call)

The first item discussed was land. Jim said they are currently looking for property. The goal is to have something under contract by September 15<sup>th</sup> and purchased by January or February, about the time we hold our lottery to show investors that there is interest in attending the school. The search for land has been challenging since property that is big enough but also has access to Payson infrastructure (water and sewer) is hard to find. Jim said they may resort to knocking on doors, i.e. Sister McMullin. Since land is getting very expensive, they want to expand the size of the school; more students = more funding. Jim said Leonard Lee has expressed interest in building the school and it will most likely be steel construction. They will bid out the building in order to insure competitive prices. Lauren asked about engineering; Jim said he could find out who Leonard uses.

The main topics for the meeting were outreach and the possibility of adding more founders. Dr. Reynolds was also on the agenda to begin curriculum review.

As we awaited the call from Dr. Reynolds, Jim mentioned the need for us to develop an elevator pitch, a short concise verbal advertisement for our school that could be shared with interested parties in such times and places as an elevator ride.

The conversation then shifted to the need for more founders. The consensus was that yes, we need more people, as there is too much for the 5 current active founders to do. The current founders will act as a temporary governing board. New founders will serve on committees. Jim said we need to define the type of people we would like to see on the board and the specific roles of the board members. We also need to define what committees are needed and a list of action items for those committees. A new founders list will be included in the amendment we will submit to increase the student body of the school.

The need for a user friendly website was mentioned and the need to update the general email address.

Jim showed us an action item timeline they developed regarding school staffing needs. Copies were given to Reba? and Lauren. Jim said he would email an electronic copy.

We received a call from Dr. Reynolds. He gave an overview of the curricula with respect to the literacy focus. He said that on average students in K-5 are behind in reading. Given that students learn by individual learning styles and that reading is the basis for success in all areas, he has taken the best parts of various curriculums to create a philosophy for reading. At future

meetings, he would like to present the specific curriculum in person. In the meantime he can answer specific questions via email (reynolds @suu.edu, address to be confirmed with Jim).

With the goal of holding our lottery Winter 2007, we discussed what needs to be done between now and then. As an acting board, we will need to meet at least monthly and conduct at least 2 public Q&A meetings. In addition, various committees will need to be formed. Each of us will oversee a committee made up of new founders. Specific committees will include:

**Lottery Committee:** Lauren and Noele will oversee. Lauren reported that Liberty Academy used lottery software developed by Craig Jones and that the committee should research it. Tasks for this committee include determining the method of conducting the lottery, i.e. software; the time and place for the lottery; and when and how an open enrollment period will be conducted. They will also work in conjunction with the media committee to adequately inform the public of the lottery when's and where's.

**Website Committee:** Marilyn will oversee. A temporary website that is interactive and user-friendly needs to be built. It will serve as our site until the school is running and a permanent site is developed. The site will provide basic information, an extended version of the elevator pitch and will serve as an enrollment/lottery tool.

**Media Committee:** Reba and Gwen will oversee. There will be three sub-committees that will work together to get our name out there. 1) newspaper/press release; 2) radio; and 3) posters/billboards/flyers.

**Outreach Committee.** This will be made up of all board and committee members. Everyone will help spread the word by being able to share our elevator pitch to interested parties (grass roots). A sub-committee will be responsible for coordinating with community agencies.

We have a lot to do and need to recruit people. We need people who have skills that will help meet the objectives of the defined committees.

The signature lists were divided so that we can start calling people and let them know we got approval. If anyone expresses interest in being involved, we can let them know we will be looking for people to serve on committees. Jim said he would draft a schpeel that we could use for the phone calls and emails, if address was provided. He also said that a splash page (website) could be developed quickly for us to reference during the phone calls.

We agreed that our next "board" meeting should be August 31<sup>st</sup>. We should plan on having a volunteers meeting soon after that.