



January 6, 2018

Administrative Office
Lumen Scholar Institute
1353 West 760 North
Orem, Utah 84005

Director Weeks:

As you are aware, last year the school underwent a financial audit from the state. This year, as a follow-up to the financial audit, the State Charter School office reviewed our operational structure for compliance with our charter contract. Essentially, the contract is our written charter that was approved in 2014.

The Board of Trustees conducted its own internal review alongside the State Charter School office. Both reviews revealed areas of non-compliance with our state contract. The Board of Trustees, along with you, the Director, has a duty to ensure that the school is in compliance with its charter, accreditation status, as well as Utah state law. Given this information, the school must move immediately to avoid possible negative consequences from the State Board of Education.

In December, the Board of Trustees approved your annual Schoolwide Improvement plan which you have already begun to implement. One particular area of focus in the plan is the development of the school's online instruction (Live Interactive Learning and Guided Instruction). We commend your proactive action towards compliance and improvement of our model. However, in addition to the plan, the Board of Trustees is also directing you to adjust all facets of the school so it is explicitly aligned with the school's charter contract. This directive will be effective immediately with an expectation of full compliance by the start of the 2018-2019 school year.

The Board of Trustees has tremendous confidence in you and your staff's abilities to accomplish this goal. We feel the school's faculty and staff are essential to the success of our school and that you will find them to be an invaluable asset to you as you navigate this adjustment.

We recognize that a shift in schoolwide procedure may be difficult, and ask for your support in

helping all of our stakeholders catch the mission and vision so we may continue to be successful and a valuable asset to students throughout Utah.

Sincerely,

Kristy Gordon, President



CC: Nicole Terry, Vice President; Dana Olson, Secretary; Richard Dewey, Treasurer;
Andrea Urban, Member