

**Leadership Learning Academy
Board Meeting & Winter Retreat Minutes
Wednesday, January 25, 2017**



Place: Academica West, 290 N. Flint Street, Kaysville, UT 84037

In Attendance: Chuma Uzoh, Deb Hefner, Jimmy Sunlight, Lance Eastman, Terry Capener

Others in Attendance: Heidi Bauerle, Kim Dohrer, Ryan Arrington, Dawn Kawaguchi, Kirk Blake, Brandon Fairbanks, Trent Brown (5:14 p.m.)

Mission: The mission of *Leadership Learning Academy* is to provide the unique, innovative teaching model of Project CHILD to help achieve a high degree of academic success while developing problem solving skills, independent learners, and future leaders in all our students.

Vision: *Leadership Learning Academy* will use the innovative and unique model of Project CHILD to challenge our students to be confident and independent learners. Our students will learn to inspire others, achieve high academic success, and become personally accountable for themselves and their education; thus helping to lead our future.

Minutes

2016-2017 Board Priorities

Academic Achievement
Maintain Financial Stability
Satellite Planning

5:11 PM – Call to Order

- Welcome by Chuma Uzoh
- Board Mission – Terry
- School Mission – Jimmy
- School Vision – Deb

There was no PUBLIC COMMENT.

REPORTS

➤ **Board of Directors**

- Review Board Calendar – Chuma Uzoh reviewed the board calendar. Updates were reviewed and changes were made where necessary.
- Review Action Items – Chuma Uzoh reviewed the action items which will be addressed today.

In compliance with the Americans with Disabilities Act, persons needing auxiliary communicative aids and services for these meetings should call Dawn Kawaguchi at 801-444-9378, giving at least three working days notice.

Deb Hefner made a motion to approve the CONSENT ITEMS. Terry Capener seconded the motion. Motion passed unanimously.

- Ratify New Hires
 - Bayli Willie – Office Support
 - Tiffany Bringham – Food Service
 - Alicia Thompson – Primary Cluster 1 Teaching Assistant
 - Kaycee Ferrin – P.E. Specialist
- Approve November 28, 2016 Board Meeting Minutes
- Approve November 28, 2016 Closed Session Affidavit

BUSINESS ITEMS (To Be Voted On)

- Discuss and Vote on 2016-2017 Amended Budget – Heidi Bauerle reviewed the amended budget. She and Ryan had a chance to go through and true up the line items. Restricted accounts have been updated from the current UCA plan. Ryan stated that the implementation grant of \$78k is now included in this budget. Brandon mentioned that since this budget was being updated until the last minute the board cannot vote on it since the board needs to be able to view it a week in advance so this budget can be approved at the next meeting.
- Discuss and Vote on 2017-2018 School Calendar for both Layton and Ogden Campus – Heidi Bauerle reviewed calendars for both the Layton and Ogden campuses. After some discussions with AW, Heidi felt that she needed to follow OSD calendar as much as possible. OSD does not have early out Fridays but Heidi feels strongly about teachers having prep time, professional development and cross campus training on Project CHILD. However, if at some point this doesn't work for parents then they will look at a possible change to meet the needs of families. Both of these calendars fulfill the 180 days and 990 hours that is required by the state. We have one legislative day and one comp day that we can use for snow days if need. **Jimmy Sunlight made a motion to approve the 2017-2018 school calendar for both the Layton and Ogden campus. Lance Eastman seconded the motion. Motion passed unanimously.**

OTHER BUSINESS ITEMS

- Calendaring Items – ALL
 - Charter School Day on the Hill on January 26th – *Heidi rented a bus for her students to be able to attend. She was able to find another school (Voyage Academy) to share the cost of the bus.*
 - AW Roundtable – January 26th @ 4:30 p.m. (State Capitol)
 - Electronic Board Meeting – February 13th @ 5:30 p.m.
 - March Pre-Board Meeting – March 6th
 - Next Board Meeting – March 20th
 - UAPCS @ Davis Convention Ctr – June 6-7
 - National Charter School Convention in Washington DC – June 11-14

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BOARD RETREAT

- Facility Report – Kirk Blake stated that once you are in your fourth year, you will receive an annual facilities report. He has met with Heidi and identified areas that may need some maintenance but there isn't anything major that needs immediate attention. Block seal and parking lot (asphalt/crack seal) are the two areas where you may want to budget for in the next couple of years. Kirk reviewed an estimated cost of asphalt and areas that may need to be re-landscaped or install concrete. Trent reviewed the purpose of the report. There was discussion on when these improvements might take place.

5:48 PM – Terry Capener made a motion to take a RECESS for dinner. Deb Hefner seconded the motion. Motion passed unanimously.

6:17 PM – Lance Eastman made a motion to RECONVENE the board meeting. Terry Capener seconded the motion. Motion passed unanimously.

BOARD RETREAT (Continued)

- Team Building Activity – Kim split the group into two groups to play LLA Family Feud. Team 2 won by 60 points.
- Update on Director's Evaluation – Kim met with Lance and Deb. Dawn has updated the evaluation sheet and we will have a closed session to discuss Heidi at the end of the meeting.
- Update on Board Orientation Packet – Terry reported on some of the items that were discussed at the committee meeting.
- **Heidi's Report**
 - Academic Achievement – Heidi reviewed her Principal's Report in the following areas:
 - ✓ Visionary Leadership
 - Heidi reported on the reading proficiency data schoolwide. Math proficiency will be reported on at the next board meeting. The goal across the school was 82% in the charter and we are getting there. Assessing the reading scores have made us realize how much value there is in keeping the students with the same reading teacher for three years.
 - ✓ Teaching and Learning
 - Heidi reviewed the staff survey. Teachers want more training. She informed the board on some changes already made due to the recommendations of the survey.
 - Update on 2017-2018 lottery/enrollment for the Layton campus. We haven't even advertised for the Ogden campus and we already have 76 students that have applied from just word of mouth.
 - ✓ Community Collaborations
 - RSVP is a program sponsored by the Davis Senior Center. They call it a "Grandparent in a Classroom". Senior citizens come and read to students.

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- Quarters for Christmas gift cards received for families in need of winter clothing.
- The Pantry is still going strong. Parents continue to donate to the pantry so we haven't had to have another food drive.
- Hunter Woodhall is a 17-year-old boy who lives in Syracuse and went to the Paralympics in Rio. He won a silver and bronze medals in track and field. Hunter came to the school to speak to the students.
- On Friday, Zach Vigil is coming to speak to the students. He was a former student of Heidi's and he is now playing in the NFL.
- ✓ System Leadership
 - Heidi reviewed the family exit surveys. There are still many reasons that are out of the schools control for leaving like the construction on Hillfield Road, et. al.
 - Our Digital Teaching & Learning Grant was originally awarded \$10,444 but has since been reallocated and now we have been awarded \$32,424. The additional money will be used to purchase computers for the Ogden Campus.
- 5-Year Tech Report – Heidi will report on this at the next meeting since she hasn't gotten the report back from Nate at ETS. Heidi briefly reviewed her the Ogden campus plan.
- Upcoming Events Assignments – Calendar was in the board packet.
- **Satellite Update**
 - Administration Organization – Heidi reviewed the overall administration organization and leadership recommendation for the Ogden campus. There was a discussion on the different titles that the board and Heidi would like to see.

8:01 PM – Brandon Fairbanks was excused at this time.

- Start Up Coordinator – Heidi has been receiving resumes and will be interviewing candidates soon. She would like them to start ASAP.
- Marketing – Heidi passed out a marketing analysis for the Ogden campus. She reported on the platforms that Kara has started for the school. There was a discussion on the location of the cottage meetings. The Ogden campus colors will be blue instead of red.
- Enrollment Goals – Heidi stated that the enrollment goal is 513. Ryan reviewed the budget for the Ogden campus based on the goal. There will be a smaller implementation grant than received at Layton. However, we won't have a loan but we may be able to resubmit for a new loan once the current loan has been paid off. There was discussion on how Ogden will stand alone without monetary help from Layton.
- Next Steps – Enrollment numbers for Ogden campus.

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8:20 PM – Deb Hefner made a motion to enter into a CLOSED SESSION to discuss an individual’s character, professional competence, or physical or mental health pursuant to Utah Code 52-4-205(1)(a). Lance Eastman seconded the motion. The votes were as follows:

**Chuma Uzoh – Aye
Deb Hefner – Aye
Jimmy Sunlight – Aye
Lance Eastman – Aye
Terry Capener – Aye**

Motion passed unanimously.

8:38 PM – Terry Capener made a motion to exit the CLOSED SESSION and ADJOURN. Deb Hefner seconded the motion. The votes were as follows:

**Chuma Uzoh – Aye
Deb Hefner – Aye
Jimmy Sunlight – Aye
Lance Eastman – Aye
Terry Capener – Aye**

Motion passed unanimously.

January Action Items:

1. Check into the Start Up Tech Grant (through Jake?) – **Brandon**
2. 5-Year Tech Plan moved to next meeting – **Heidi**
3. Add Maturation approval for the electronic board meeting in February – **Dawn**