

Leadership Learning Academy

Board Meeting Minutes

Monday, August 15, 2016

Place: Leadership Learning Academy, 100 West 2675 South, Layton, UT 84041

In Attendance: Chuma Uzoh, Jimmy Sunlight, Terry Capener, Lance Eastman, Deb Hefner (5:40 p.m.)

Others in Attendance: Heidi Bauerle, Dawn Kawaguchi, Ryan Arrington, Kim Dohrer, Brandon Fairbanks

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

5:36 PM – Call to Order

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

There was no PUBLIC COMMENT.

REPORTS

- **Principal** – Heidi Bauerle
 - *State of the School* – Heidi stated that 100% of the teachers have all passed the CHILD written exam. Amazing professional development on Youth Mental Health First Aid Training. This was the single best training that Heidi has been to in all of her education years. The State and Davis Behavior Health in conjunction with USU offered a grant for this. We are still working hard to be fully enrolled by making phone calls. The leadership team has come up with a night for parents called “Covering the Bases of Project CHILD”. This will be held on Tuesday, August

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30th. We will not only go over the ins and outs of Project CHILD but go over other things such as how to log into Aspire, what school lunch looks like, etc. Deb stated that this could also be a Title I information as well. Implemented weekly office meetings with secretary personnel due to a recommendation from the AW in-service. Heidi will be preparing a principal report for the parent organization.

- Upcoming Events Assignments – Heidi reviewed the events calendar for August and September. August 22nd is board picture day from 2-4:30.
- Chuma would like to schedule a board Project CHILD walk thru and lunch. September 29th @ 10:30 a.m. to 12:30 p.m. Dawn will send a calendar invite.
- First day of school went really well. Pick up was backed up due to Hillfield Road construction. There was a discussion on contacting UDOT regarding the traffic back up.

➤ **Board of Directors**

- Review Board Calendar – Chuma Uzoh reviewed the board calendar for September and made assignments. Jimmy and Lance will meet with Jim and Trent to review building evaluation/facility planning.

5:59 p.m. Kim Dohrer was excused.

- Update on Satellite – Lance stated that he and Chuma met with Sheldon and Cathy from Silverpeak (architecture company) and made some changes to the school plans. Chuma updated that we are in the process of moving forward with the Ogden property that is on the east side. There was discussion on soil testing.
- Review Action Items – Chuma Uzoh reviewed the action items and rescheduled due dates.

BOARD DEVELOPMENT

➤ **Policy Review – Brandon Fairbanks**

- Parent Involvement Policy – Brandon reviewed the Parent Involvement Policy. The school must make opportunities available for parents to be involved in the school. Some examples would be Back to School Night, Parent/Teacher Conferences, etc.
- Parent Grievance Policy – Brandon reviewed the Parent Grievance Policy. With school starting, this is a good policy to review as a reminder of the process. We always encourage the person to try and resolve the problem with the individual involved. If any member has someone approach them regarding a grievance, they should always refer them back to policy.

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

➤ **Ratify New Hires**

- Whitney Coffman – Kindergarten Teaching Assistant
- ~~Xela Locke – Primary Cluster 3 Teaching Assistant~~
- Kim Allen – Intermediate Cluster 1 Teaching Assistant

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- Bryce Ransom – Intermediate Cluster 2 Writing Specialist
- Rachel Dugan – Special Education Teacher
- Erin Head – Special Education Teaching Assistant
- Patty Gray – Lunchroom Assistant
- Christy Ferrin – Keyboarding Specials Teaching Assistant
- Approve June 7, 2016 Annual Board Meeting & Retreat Minutes
- Approve June 30, 2016 Electronic Board Meeting Minutes
 - Ratify 2015-2016 Final Amended Budget

BUSINESS ITEMS (To Be Voted On)

- Discuss and Vote on Employee Handbook – Heidi Bauerle reviewed the employee handbook. She worked with Gabe to make sure that everything was within the law. Heidi also wanted to share a procedural guide that Mrs. Macchia created. There was a discussion on employment of family members of current employees. There was a discussion on the employment of 60 days prior to receiving benefits. Brandon will check into this to see if this is something that we can change. There was a discussion on the procedure manual lining up with the policy handbook. **Jimmy Sunlight made a motion to table the Employee Policy Handbook until next meeting. Lance Eastman seconded the motion. Motion passed unanimously.**

OTHER BUSINESS ITEMS

- Calendaring Items – ALL
 - September Pre-Board Meeting – September 7th
 - Next Board Meeting – September 19th change to e-meeting
 - Reschedule October Board Meeting to October 24th

Chuma wanted to share a story from last week at the Board lunch for the teachers. There was a teacher left the school thinking because she wanted a job closer to home. She thought that she would have the same experiences that she had at LLA. However, it was definitely different and she found herself losing her passion for teaching. She almost quit teaching altogether. She missed the support structure that she received at LLA. Chuma praised Heidi for her leadership and management style. Chuma also thanked Academica West for their support through the years.

There was no need for a CLOSED SESSION.

6:41 PM – Deb Hefner made a motion to ADJOURN. Terry Capener seconded the motion. Motion passed unanimously. (Duration 1:05:27)

August Action Items

1. Look into if the school can offer benefits upon hiring – **Brandon**

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