

Leadership Learning Academy

Board Meeting Minutes

Wednesday, October 26, 2016

Place: Lagoon Amusement Park (Rendezvous Building), 375 N. Lagoon Drive, Farmington, UT 84025

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

Others in Attendance: Heidi Bauerle, Dawn Kawaguchi, Ryan Arrington, Brandon Fairbanks, Brad Taylor, Trent Brown

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

5:47 PM – Call to Order

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

There was no PUBLIC COMMENT.

REPORTS

- **Principal** – Heidi Bauerle
 - State of the School
 - ✓ Heidi reviewed SAGE data with the five surrounding schools. Our lowest score is higher than all surrounding schools. Heidi stated that the school score was a C this year which is down from a B. She explained why the lower score and how it was figured which was due to too many schools receiving A's. LLA was down a percent in the score but went up in growth.

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.

Heidi gave some breakdowns of the scores. There was discussion how this may affect the school.

- ✓ 100% of all teacher are USBE qualified
- ✓ Heidi reviewed APT teacher licensing qualifications which will have a LLA component. She has a couple of teachers who will be going this route.
- ✓ October 1 count was 533 which is down 25 students from last year. Heidi believes that this is due to construction on Hillfield Road. Heidi and Chuma have been communicating with UDOT on the traffic issue and are working on an issue.
- ✓ Heidi turned in her first grant with Digital Teaching and Learning. We have passed the first round.
- ✓ PTO would like the school to consider to split the cost of concrete in the front of the school.
- ✓ Amazing school partnerships
 - The Hanger – Food pantry for LLA families
 - RSVP grant – Sr Citizens come to read at the school
 - Apple Village
 - Family Connection Center
 - UDOT Public Relations meeting
- ✓ Activities
 - Annual 5K and Carnival
 - Classic Skate Night
 - Planning a Literacy Night next month
- ✓ New board photos
- ✓ Upcoming Events Assignments

➤ **Board of Directors**

- Review Board Calendar – Chuma Uzoh reviewed the board calendar and assignments were given.
- Review Action Items – Chuma Uzoh reviewed the action items and revised due dates.
- Update on Satellite – Discussion on lease agreement for closed session.

6:29 PM – Lance Eastman made a motion to enter into a CLOSED SESSION to discuss the purchase, exchange, or lease of real property when public discussion of the transaction would disclose the appraisal or estimated value of the property and prevent completion of the transaction on the best possible terms for the public entity. Terry Capener seconded the motion. The votes were as follows:

Terry Capener – Aye

Chuma Uzoh – Aye

Lance Eastman – Aye

Deb Hefner – Aye

Jimmy Sunlight – Aye

Motion passed unanimously.

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6:38 PM – Jimmy Sunlight made a motion to exit the CLOSED SESSION. Terry Capener seconded the motion. The votes were as follows:

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

Motion passed unanimously.

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

- Ratify New Hires – Heidi briefly reviewed the new hires. Alex Christiansen has since quit.
 - Jenna Smith – Primary Cluster 3 Teaching Assistant
 - ~~Alex Christiansen – Food Service~~
 - Jenna Carter – Food Service
 - Karissa Burnett – Food Service
- Approve August 15, 2016 Board Meeting Minutes
- Approve September 19, 2016 Electronic Board Meeting Minutes
 - Ratify (i) the board approval the proposed Floor Plan; (ii) the board grants authorization to the Satellite Committee to continue development of the Site Plan until it meets their expectations and the school’s needs; and (iii) the board authorizes Chuma Uzoh or Lance Eastman to provide the final signatures on behalf of the board for approval of the Floor Plan and the Site Plan.

BUSINESS ITEMS (To Be Voted On)

- Discuss and Vote on Legal Review of Proposed Lease Agreement – Chuma Uzoh stated the lease agreement that was discussed in the closed session has been decided to be sent to the board’s attorney for review. **Jimmy Sunlight made a motion to approve to engage Joel Wright at the law firm of Kirton McConkie to provide an independent legal review of the proposed lease agreement for the satellite school’s facility. Lance Eastman seconded the motion. Motion passed unanimously.**
- Discuss and Vote on Revised Promissory Note – Chuma Uzoh reviewed the revision of the promissory note. Brandon added that USBE reviewed the promissory note and realized that the note was not what the school has been doing and they wanted to align the note of what the school has actually been paying. This should be paid off soon and USBE will be issuing a new “start up” loan for the satellite. **Deb Hefner made a motion to approve the (i) to approve the revised Promissory Note; and (ii) to authorize the board chair to execute note and any other related documents required by the USBE in this regard. Lance Eastman seconded the motion. Motion passed unanimously.**
- Discuss and Vote to Open Additional Savings Account(s) – Jimmy Sunlight reviewed a budget for long term building maintenance. He is recommending opening two PTIF accounts; one for surplus savings and one for long term building maintenance. Chuma reviewed the history of this discussion. Other options that were researched by Ryan and this is the best option for the school. There is a surplus of \$345,000 available for savings.

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Jimmy Sunlight made a motion to approve the opening of two additional PTIF accounts one for surplus saving in the amount of \$295,000 and a second in the amount of \$50,000 for a facilities reserve account. Terry Capener seconded the motion. Motion passed unanimously.

- *Discuss and Vote on Employee Wait Period for Benefits* – Chuma stated that a couple of months ago while looking at the employee handbook a question arose regarding changing the current 60-day wait period for new employees to be eligible for benefits. After some research, we can make a change to the benefits wait period at the next open enrollment period which is January. The board discussed removing the wait period. The board would like to know when the employee would start receiving benefits; immediately or the first day of the first month. **Lance Eastman made a motion to approve the remove the 60-day employee wait period for benefits. Deb Hefner seconded the motion. Motion passed unanimously.**
- *Discuss and Vote on Amended Employee Policy Guide* – Heidi Bauerle stated that with the removal of the 60-day employee benefit wait period, we can now approve the amended employee policy guide. The board would be approving the changes that were made over the summer to the policy guide and then add the removal of the 60-day wait period as of January 1, 2017. **Terry Capener made a motion to approve the updated Employee Handbook and add removal of 60-day wait period for employee benefits to start on January 1, 2017. Jimmy Sunlight seconded the motion. Motion passed unanimously.**
- *Discuss and Vote on 2016-2017 Utah Consolidated Application Plan* – Heidi Bauerle reviewed the UCA plan and budget. This plan is to let the state know how the school will be spending their restricted federal and state funds. Most of the funds will be going towards employee salaries and taxes. **Deb Hefner made a motion to approve the 2016-2017 Utah Consolidated Application Plan. Jimmy Sunlight seconded the motion. Motion passed unanimously.**
- *Discuss and Vote on 2016-2017 Amended Budget* – Ryan Arrington reviewed the 2016-2017 amended budget. Adjustments have been made to reflect the restricted funds that were just approved on the UCA. The other main adjustment is reflecting the general K-12 budget which reveals a lower student count than originally projected. The finance committee has really looked into the theory behind ADM and WPU the hold harmless clause. The committee feels very comfortable with the net effect. With the changes discussed the estimated surplus will be around \$195,000. There was a discussion on the impact that the UDOT construction to Hillfield Road has effected the school enrollment. **Jimmy Sunlight made a motion to approve the 2016-2017 amended budget. Lance Eastman seconded the motion. Motion passed unanimously.**

OTHER BUSINESS ITEMS

- **Calendaring Items – ALL**
 - November Pre-Board Meeting – November 16th
 - Next Board Meeting – November 28th
 - ✓ Holiday Social

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7:09 PM – Jimmy Sunlight 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). Deb Hefner seconded the motion. The votes were as follows:

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

Motion passed unanimously.

7:32 Deb Hefner made a motion to exit the CLOSED SESSION and ADJOURN. Terry Capener seconded the motion. The votes were as follows:

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

Motion passed unanimously.

October Action Items:

1. Heidi’s mid-year evaluation – **Deb & Lance** (get with Kim)
2. Check into employee benefits and when someone is eligible for benefits. Does it start immediately or do they have to wait until the start of the new month? – **Brandon**