

Leadership Learning Academy Board Meeting Minutes Monday, October 7, 2019



Place: Lagoon, 375 N Lagoon Drive, Farmington, UT 84025

NOTE: It is possible that the LLA Board of Directors may be utilizing an electronic meeting component with one or more of their members.

In Attendance: Chuma Uzoh, Terry Capener, Deb Hansen, Jimmy Sunlight, David Gray

Others in Attendance: Heidi Bauerle, Ryan Arrington, Dawn Kawaguchi, Cole Arnold, 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

2019-2020 Board Priorities

Literacy Goals (*Umbrella Goals*)

School Wide Reading Plan

(*DEAR – “Drop Everything and Read”*)

Increase Attendance Across the LEA (93%)

Teacher Retention – 90% of eligible employees

6:20 PM – Call to Order

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

There was no PUBLIC COMMENT.

REPORTS

➤ **Lead Director**

- *State of the School* – Heidi Bauerle reviewed some of the historical data that she was required to have for the bonding that she thought the board might want to know.
 - ✓ Teacher Retention
 - ★ 2016 76.2%

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- ★ 2017 65.2 %
- ★ 2018 73.9% (Layton)
- ★ 2018 88.9% (Ogden)
- ✓ Student Retention
 - ★ 2016 75.0%
 - ★ 2017 80.8%
 - ★ 2018 83.8% (Layton)
 - ★ 2018 82.4% (Ogden)

Below is some of the other information that Heidi reviewed.

- ✓ Review of beginning of year DIBELS data. Our BOY scores are very consistent from year to year. In January, we will have our middle of the year testing. We should increase because we have an unbelievable reading intervention plan in place.
- ✓ Heidi gave a RISE update. Scores have been released to the school. It is not public yet. It is comparable to what we have been doing.
- ✓ Recent Child Find trainings for teachers which is required to do annually
- ✓ Review of our new data and intervention plans on students (data war room)
- ✓ Updating our new leadership model and building a chain of command
- ✓ Campus principal updates
- ✓ Heidi is participating in the Davis Chamber of Commerce Leadership Institute
- ✓ Diapering and Toileting Plan created due to several students in diapers at the Layton campus
- ✓ School of Choice Leadership Award
- ✓ Upcoming Events:
 - ★ October 30th – Spooky Story Night (Literacy Night in Ogden)
 - ★ October 10th – Camp Read A Lot in Layton
 - ★ October 8th – Family Skate Night
 - ★ More information to come on Veteran’s Breakfast in Layton

➤ **Board of Directors**

- Update on Building Purchase Finance – Chuma Uzoh stated that we have purchased both of the facilities with a great rate of 4.652%. He thanked all of the people who were involved in the bonding. Cole stated that everything was funded today. It will be a savings of about \$230k per year. It’s a 30-year fixed rate with an option to refinance after 10 years. Chuma added that we will need to update the board calendar with some of the obligations that we are required to do.
- Financial Review – Jimmy Sunlight met with Ryan and Heidi to review the financial statement of activities. He asked Ryan to review the school’s financial position and statement of activities. Ryan mentioned that the daily cash on hand and the debt service coverage ratio are the two items that S&P will pay close attention to. Everything looks very good and the school is where it should be at this time. Ryan is very happy with the numbers. Ryan stated that there will probably be an amended budget in January. He also added that the audit is complete and there were no adjustments or findings.
- Overview of Program Accounting & School’s Accounting Software – Cole Arnold did an overview of program accounting and IntAcct. Because of the recent AISU

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closure, there was an email that went out by UAPCS on program accounting. Some board members were very concerned about this email. Cole also stated that the state has come out to see how AW has been doing their accounting. Cole stated that there are custom dashboards and security measures that can be done in IntAcct.

- *Review Board Calendar* – Chuma Uzoh reviewed the board calendar and made adjustments where needed. Terry and Chuma will work on Heidi’s mid-year evaluation. Heidi added that she will be working on returning bonuses for the Ogden campus this month.
- *Review Action Items* – Chuma Uzoh reviewed the action items and made updates. Heidi gave an update on Exhibit A.

BOARD TRAINING

- *Board Member Roles & Responsibilities* – Brandon Fairbanks reviewed board members roles and responsibilities according to Brian Carpenter. He asks the question: Why do boards exist? The answer is to carry out the wishes of the owners. The owners of the school are the public (aka the taxpayer). The wishes of the taxpayer are simple. The school should be teaching kids, be accountable for public funds, and set policies and making sure that procedures are in place in accordance with the law. The board received an email last month regarding board member liability and it fit in perfectly with our training calendar. The State Charter School Board released a clarification email that said board members are not liable individually unless you are acting outside the scope of your role and responsibility of a board member. Brandon stated that the scope is very broad. He reviewed the standard of care and how it effects the board. Brandon and Gabe will be meeting with State Risk Management to see what their take is on this and report back to the board on any additional insights.

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

- Approve August 19, 2019 Board Meeting Minutes

BUSINESS ITEMS (To Be Voted On)

- *Discuss and Vote on Investment Policy* – Brandon Fairbanks reviewed the Investment Policy. Because the board has a PTIF, the school should have an Investment Policy. There was a discussion on who approves the transfers. Heidi and Ryan make the decision to transfer money. Then they inform the board that they are going to do it and then they transfer the money. Cole also reviewed what accounts the school can open for the monies received. There was a discussion on making a revision to the policy to have more eyes on the money coming out of the account. **Deb Hansen made a motion to approve the Investment Policy provided that G is modified to reflect transfers into the school’s investment accounts and remove the “and out of” and that H is created to identify the board’s approval for any transfers out of the investment accounts. Jimmy Sunlight seconded the motion. Motion passed unanimously.**
- *Discuss and Vote on Utah Grants Plan* – Heidi Bauerle reviewed the Utah Grants Plan. This plan is to show how we will be spending our federal and state money. All monies will be used for salaries and benefits. **Jimmy Sunlight made a motion to approve the**

2019-2020 Utah Grants Plan. David Gray seconded the motion. Motion passed unanimously.

OTHER BUSINESS ITEMS

➤ **Calendaring Items – ALL**

- December Pre-Board Meeting – Rescheduled to December 3rd
- Next Board Meeting – December 16th at the Ogden Campus
 - ✓ Holiday Social (Dawn will look into Tona)
- National Charter School Convention – June 21-24 in Orlando

7:41 PM – David Gray 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) located at Lagoon in Farmington. Terry Capener seconded the motion. The votes were as follows:

**Chuma Uzoh – Aye
Terry Capener – Aye
Deb Hansen – Aye
Jimmy Sunlight – Aye
David Gray – Aye**

Motion passed unanimously.

7:49 PM – Terry Capener made a motion to exit the CLOSED SESSION and ADJOURN. Deb Hansen seconded the motion. Motion passed unanimously.