

Leadership Learning Academy Board Meeting Minutes Wednesday, January 22, 2020



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

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: Deb Hansen (via phone), Terry Capener, Jimmy Sunlight, Chuma Uzoh, David Gray (5:25 p.m.)

Others in Attendance: Cole Arnold, Kirk Blake, Heidi Bauerle, Kim Dohrer, Brandon Fairbanks, Dawn Kawaguchi

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

5:22 PM – Call to Order

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

There was no PUBLIC COMMENT. *This was the second public comment period held for the 2020-2021 fee schedule and amended Fee Waiver Policy.*

REPORTS

➤ **Academica West**

- ***Building Evaluation Report*** – Kirk Blake reviewed the long-term building care for both the Layton and Ogden campuses. He pointed out that the format of the report has changed and is more condensed. He did change up the timeline of how he does

In compliance with the Americans with Disabilities Act, persons needing accommodations for this meeting should call Dawn Kawaguchi at (801) 444-9378 to make appropriate arrangements.

your work tickets. It shows that the staff is utilizing the ticket system better. Kirk reviewed the ongoing maintenance done by Mark Butler at both campuses. He reviewed the following areas: general, landscape, playground/play areas, parking lot/sidewalks, roof, HVAC, fire suppression, flooring, elevator, and plumbing/restroom. Kirk also went over what areas might require maintenance this year and approximately the cost. Heidi would like Kirk to move forward on the recommended items on both of the spreadsheets. We will look for approvals for these items (if any) at the May meeting.

➤ **Board of Directors**

- *Financial Review* – Jimmy Sunlight stated that he and Heidi met with Cole who is the interim accountant. He asked Cole to present the financials to the board. We are still working through the Utah Grants management system for the title funding. The school is still looking good from a cash perspective. There is still some clean-up work that needs to be done to true up everything with the impact of the bond transaction. There was discussion on the required bond escrow for facilities. Overall the financials are looking very well.
- *Review Board Calendar* – Chuma Uzoh reviewed the board calendar. Updates were given and the calendar was adjusted.
- *Review Action Items* – Chuma Uzoh reviewed the action items. Updates were given and

Terry Capener made a motion to approve the CONSENT ITEMS. Jimmy Sunlight seconded the motion. Motion passed unanimously.

- December 22, 2019 Board Meeting Minutes

BUSINESS ITEMS (To Be Voted On)

- *Discuss and Vote on 2020-2021 School Calendars* – Heidi Bauerle passed out colored copies of both campus calendars. Each school starts and end before their home districts. Each calendar follows closely to their home district. She reviewed some of the differences with the district. **Jimmy Sunlight made a motion to approve the 2020-2021 school calendar for both the Layton and Ogden Campuses. David Gray seconded the motion. Motion passed unanimously.**
- *Discuss and Vote on 2020-2021 School Fee Schedule* – Heidi Bauerle stated that the only fee they have is for their augmented kindergarten at the Layton campus only. This year has been going very well and the parents are keeping up on the monthly payments. Heidi will bring back more data on this. We have enough Title I money to pay for all day kindergarten in Ogden. **David Gray made a motion to approve the 2020-2021 school fee schedule. Terry Capener seconded the motion. Motion passed unanimously.**
- *Discuss and Vote on Amended Fee Waiver Policy* – Brandon Fairbanks reviewed the amended Fee Waiver Policy. This policy has been restructured so there aren't strikethroughs for removals and green highlights for additions. The school cannot raise fees to cover for fee waivers. Heidi added that the only fee that the school charges is the augmented kindergarten and all afterschool fees are running through the parent organization. **Terry Capener made a motion to approve the amended Fee Waiver Policy. Jimmy Sunlight seconded the motion. Motion passed unanimously.**

- *Discuss and Vote on Amended Wellness Policy* – Heidi Bauerle stated that the school has had a food service nutrition audit last spring and the summer program was also audited. They kept bringing up that the Wellness Policy has a triennial progress assessment. Heidi reviewed her assessment with their Wellness committee. She reviewed her triennial assessment. Heidi stated that committee has no recommended changes to the policy, but it does need to be reapproved by the board. **Jimmy Sunlight made a motion to re-approve the Wellness Policy. David Gray seconded the motion. Motion passed unanimously.**

OTHER BUSINESS ITEMS

- *Calendaring Items – ALL*
- Schedule Board/Teacher Celebration – Looking at a Dartside/Fizz activity on February 18th – Heidi will see if that works for the teachers.
 - March Pre-Board Meeting – March 2nd
 - Next Board Meeting – March 16th @ Layton Campus
 - National Charter School Convention – June 21-24 in Orlando

6:14 PM – David Gray made a motion to take a recess. Terry Capener seconded the motion. Motion passed unanimously.

6:46 PM – Terry Capener made a motion to reconvene this board meeting. Jimmy Sunlight seconded the motion. Motion passed unanimously.

BOARD RETREAT TRAINING

- *Lead Director's Report* – Heidi reviewed the six standards from her evaluation and what she's been doing in those areas.
- New teacher licensing requirements coming up. Admin will be meeting with AW's HR department to go through all of the teachers' status that are working towards a license.
 - IEP is working on updating Project CHILD possibly adding a social and emotional component.
 - The lottery for both campuses is open. Heidi would like to set some enrollment goals tonight so that she can give the campus principals some direction.
 - Catholic Community Resource is currently providing our food bags (panty packs for the weekend) that we send home with our Ogden campus students and they have also sent us some shoe vouchers recently. We have enough donations at the Layton campus to sustain our own food pantry.
 - We have dentists coming into both of our campuses to do dental work on students in need.
 - Update on Ogden campus being a turnaround school based on two years of data. Year one we filed for a waiver and were approved so it shouldn't have counted. We were misidentified but we are still working on our scores in Ogden so that we will not be in turnaround status. She reviewed TSI and CSI which are federal and state measures. Kim stated that there are 912 indicators. There was a discussion on the difference between TSI and CSI.

- **Title I Audit** – This was done last Thursday at the Ogden Campus. This is such a big process to ensuring that we are following all of the rules, spending our money appropriately, meeting students’ needs, etc. It was a lot of work. It went wonderful and we had some great feedback. Heidi showed a short video that Jared made for the visit.
 - **In Depth School Data Review** – Review of TSI for Layton campus ELL learners; economically disadvantaged percentages; DIBELS data; Title I audit feedback; RISE data; review of progress towards the Early Literacy Goals and USBE literacy goals
 - **Update on Exhibit A** – Goals Measuring LLA to the five surrounding schools
 - **Enrollment Goals** – We are approved for a total 1,134 students. Heidi gave her recommended goals. (Primary 1-2; Intermediate 3-4; Leadership 5-6) The board decided on the following enrollment goals for the 2020-2021 school year.
 - ✓ 550 Layton (7 full clusters)
 - ✓ 460 Ogden (6 full clusters)
- *Next Steps* – Comparable end of year data. Heidi would like to invite the campus principals to the May 11th strategic planning Meeting. The board would like to receive attendance information on your report.
- *Team Building* – Kim lead a training on the school’s grievance policies (staff and parent). The board split into two teams and each received a policy to create three questions to ask the other team and one bonus questions.

8:08 PM – Terry Capener 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). Jimmy Sunlight seconded the motion. The votes were as follows:

Terry Capener – Aye
Jimmy Sunlight – Aye
David Gray – Aye
Chuma Uzoh – Aye

Motion passed unanimously.

8:21 PM – Jimmy Sunlight made a motion to exit the CLOSED SESSION and ADJOURN. David Gray seconded the motion. Motion passed unanimously.

January Action Items:

1. From the Title I Audit – Possibly amend the Parent Engagement Policy and have separate Parent Compacts for each campus – **Heidi/Shirley**