

Leadership Learning Academy

Board Meeting Minutes

Wednesday, December 13, 2023



Location: LLA Ogden Campus, 1111 2nd Street, Ogden, UT 84404

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

Others in Attendance: Brad Taylor, Ken Jeppesen, Melissa Macchia, Jared Buckley, Dawn Kawaguchi, Dawn Benke (via Zoom), Brandon Fairbanks (4:36 p.m.)

MISSION: Our mission is to provide an educational experience that empowers individuals to become leaders who embody integrity, respect, and resilience and value community. Through our Flight Crews, we foster personal growth, challenge individuals to positively impact the world, and cultivate lifelong learning.

VISION: At **Leadership Learning Academy**, we embrace The Flyer Creed, creating a thriving school community where everyone learns, grows, and serves with compassion and unity.

Minutes

2023-2024 Strategic School Plan

Schoolwide Unity & Collaboration “We Are CREW!”

Teacher & Staff Development

Fiscal Responsibility

Continue Growth & Maintain Literacy Proficiency

4:24 PM – CALL TO ORDER

- Welcome by Terry Capener
- Board Mission – Chuma
- School Mission – David
- School Vision – Deb

There was no PUBLIC COMMENT.

REPORTS

➤ **Eide Bailly**

- Review FY23 Financial Statement – Ken Jeppesen reviewed the standard letter which reiterates our independence. There were no adjustments and the numbers were accurate throughout the year. This was a clean audit or unmodified. The first report (independent auditors report) is the numbers. It’s the same data but shown three different ways. Ken reviewed the finances including the assets, liabilities and the net position of the School. The total net position is up from FY22 at \$1,997,721 to FY23 at \$2,544,736. Ken reviewed the statement of net position; statement of

activities; balance sheet; statement of revenue, expenditures and changes in the fund balance; and the seven notes which includes the summary of significant accounting policies, cash and investments; capital assets, long term liabilities, lease receivables, concentration and benefit plan. This was a clean audit. The next report was the state disclosure that shows the School didn't exceed their budget. Therefore, this is clean report. The next audit is the single audit because the school receives over \$750k in restricted funds which is required by the federal government. The three programs that we looked at were Special Education, ESSER and Child Nutrition. This was a clean report. The last report is the state requirements on compliance. The state dictates what we test which was budgetary compliance, fraud risk assessment, cash management, Open and Public Meetings Act, internal control systems and Public Education programs. This was also a clean report. The School was four for four. This has been submitted to the state and is in the process to be submitted to the federal government for the single audit. Ken thanked everyone for their cooperation and help through this process. *Ken Jeppesen was excused at 4:41 p.m.*

- *State of the School* – Jared Buckley asked Kim and Melissa to attend this meeting so that they could report on what has been going on with each of the campuses. Kim is out sick, so Jared reviewed the recent and current things happening at the Ogden campus including our community outreach lead by Jodi Willie our administrative assistant, fundraisers such as the Giving Tree, home visits by administration, and teacher leaders to help guide the direction of the school. Melissa reported on the Layton campus. She stated that it's little things that go on at the school that are the most meaningful. Melissa reported on the recent and ongoing things happening at the Layton campus including coats & gloves donation, pairs of shoes donation, our Giving Tree was cleared of tags and we had an additional \$1,400 to purchase gift cards for other families, and Get Cozy for a Good Cause Day fundraiser. Our core value of resiliency has been a big focus. Melissa thanked the Board for approving going to our own single classrooms. The difference that we are seeing in the classroom cannot be overstated. Our children are benefiting from this academically. Our reading scores for the MOY have seen an improvement. Jared added that typically, we dip down for our MOY scores. It's exciting to see our dedicated teachers. Deb made a comment that she loves the Facebook posts to see what's going on. Melissa tries to do at least one post a day. There was a discussion on the reading goals, and shout outs. Mr. Buckley reviewed the results of the recent parent survey. We had 128 families respond between both schools which is good. Here are some of the highlights.
 - ✓ 51% respond that they would enroll their child in a preK program if we offered it which shows that there is a need out there.
 - ✓ 82% feels like the switch to the learning communities have improved their child's sense of belonging at LLA.
 - ✓ 52% feel like their child's academic performance has improved
 - ✓ 74% feels like their child is more connected to their teacherWe also had some great feedback on the Flyer Creed & crew, our staff, civic education, carpool, and overall satisfaction. We also had great feedback from our

teachers as well. There was discussion on parent education and implementing the crew program.

➤ **Board of Directors**

- Review Financials – Jimmy Sunlight reviewed the statement of activities as of November 30th. We are 42% of the way through the school year. He reported on the statement of financial position as of November 30th. There was a discussion on the State Liquor Tax reimbursement which is based on the school lunch program.
- Board Facilities Committee Update – Chuma stated that the building committee met and he has asked Brad to be here to discuss the possibilities that is financially possible then Chuma and Jared will talk about what is physically possible. Brad reviewed the long-term indebtedness of the School and some of options that the School can do with financing. Chuma gave a summary of how we got here today. Jared passed out a new drawing to the board that includes two levels. The lower level would be kinder classes and the upper level would be 6th grade and the current kinder rooms would be used for pre-k. The new area has bathrooms, storage, sped, kiva, and offices. It also allows us to get back our computer room, work room and a sped room which are currently classrooms. There was a discussion on timeline and the configuration until the construction done. The board would like to continue moving forward.
- Atlas Tower Update – Brandon Fairbanks ask Dawn B. to go over the numbers for the cell tower and recommendations. In all the different options that have been presented to the school, the school would be losing money over the term of the lease. She has asked Brad to discuss some other options. The Board would like to put it on the next agenda for a vote.
- Review Board Calendar – Terry Capener did not review the board calendar. He asked if there were any questions and there were none.

CONSENT ITEMS

- October 16, 2023 Board Meeting Minutes – There was no further discussion.
- November 13, 2023 Electronic Board Meeting Minutes – There was no further discussion.
- Chuma Uzoh made a motion to approve the consent items. David Gray seconded the motion. The votes are as follows:**

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

Motion passed unanimously.

VOTING ITEMS

- PTIF Resolution – Dawn Benke reviewed the PTIF resolution. The School currently has one but it just needs to be updated because there have been changes. It will be Jimmy, Jared and Cathie Hurst, who is the Controller at AW. **David Gray made a motion to approve the PTIF Resolution. Jimmy Sunlight seconded the motion. The votes are as follows:**

Terry Capener – Aye

Chuma Uzoh – Aye
Jimmy Sunlight – Aye
Deb Hansen – Aye
David Gray – Aye

Motion passed unanimously.

- *Security Camera System* – Jared Buckley stated that the school received a Safety Grant and he shot for the stars and received about \$1.2 million. The Verkada system is all encompassed and has everything that we want. It has a ten-year license. The bids included are for both campuses.
- *Safety & Security Window Film* – Jared Buckley stated that this is also for the safety grant. We want to install ballistic window film on all the glass. This will be for both campuses.
- *Amended Parent Compact* – Jared Buckley worked with Platte to remove the language with Project CHILD to have it for our registration packet.
- *Amended Wellness Policy* – Jared Buckley stated that they recently had a lunch [Child Nutrition] audit and they were asked to update the Wellness Policy regarding the Wellness committee doing the triennial progress reports instead of the School. *[There was a discussion on what kind of annual cost or life cycle the Verkada camera system has and if there will be continued grants to cover it when the license runs out.]* **David Gray made a motion to approve the purchase of Verkada Security System from ETS not to exceed \$1,200,000; approve the purchase of security film from Armitex not to exceed \$45,000; approve the amended Parent Compact and amended Wellness Policy. Deb Hansen seconded the motion. The votes are as follows:**

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

Motion passed unanimously.

- *Amended Selection & Purchase of Instructional Materials Policy* – Brandon Fairbanks reviewed the amended Selection & Purchase of Instructional Materials Policy which includes delegating the Board's authority to the Director to do all of the processes unless it is required to come to the Board to approve a certain curriculum.
- *Rescind Learner Validated Program Policy* – Brandon Fairbanks stated that this was due to COVID that allowed the School to do distance learning and it has now been rescinded so there is no need for the policy.
- *Rescind Reuse & Disposal of Textbooks Policy* – Brandon Fairbanks stated that the rule that required this policy went away so it makes sense to rescind the policy so that the School is not binding themselves to a policy that is no longer a requirement.

Chuma Uzoh made a motion to approve the amended Selection, Approval & Purchase of Instructional Materials Policy including the name change to include “Approval” in the policy name, Rescind the Learner Validated Policy and Rescind Reuse & Disposal of Textbooks Policy. Jimmy Sunlight seconded the motion. The votes are as follows:

Terry Capener – Aye
Chuma Uzoh – Aye
Jimmy Sunlight – Aye
Deb Hansen – Aye

David Gray – Aye
Motion passed unanimously.

OTHER BUSINESS ITEMS

- *Calendaring Items* – Terry Capener
- Next Pre-Board Meeting – January 8th
 - Next Board Meeting – January 22nd @ AW
 - NCSC2 Boston, MA – June 30 – July 3

There was no CLOSED SESSION.

5:52 PM – Deb Hansen made a motion to ADJOURN. Jimmy Sunlight seconded the motion.

The votes are as follows:

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

Motion passed unanimously.