

Leadership Learning Academy

Board Meeting Minutes

Tuesday, February 18, 2025



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

In Attendance: Terry Capener, David Gray, Jimmy Sunlight, Chuma Uzoh (via Zoom),

Excused: Deb Hansen,

Others in Attendance: Janey Stoddard, Jared Buckley, Dawn Kawaguchi, Ken Jeppesen, Brandon Fairbanks, Dawn Benke (via Zoom)

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

2024-2025 Strategic School Plan

Schoolwide Unity & Collaboration by Implementing the CREW Program
Teacher & Staff Development
Fiscal Responsibility
Continue Growth & Maintain Literacy Proficiency

5:37 PM – INTRODUCTORY ITEMS

- Welcome & Roll Call – Terry Capener
- Board Mission – Jimmy
- School Mission – David
- School Vision – Terry

There was no PUBLIC COMMENT. This was the second public comment period for the 2025-2026 School Fee Schedule and the Fee Waiver Policy.

REPORTS

- **Eide Bailly**
 - FY24 Audit Review – Ken Jeppesen reviewed the standard letter which reiterates their independence. There were four opinions issued. He reviewed the number which are presented in three different ways highlighting a good year with one issue related to special education. The audit showed an increase in revenues and expenses, with a significant increase in revenues from State and Federal programs.

Ken reviewed some of the notes including cash and investments (PTIF), capital assets, long term liabilities (doesn't include the new building), lease receivables, benefit plan, restatement which was how they restated the special education payback of funds and subsequent event. The second opinion was on compliance and this was clean. The third opinion was the single audit because the school receives over \$750k in federal funds which tested the COVID-19 funds program. The last opinion was on internal controls and compliance required by the state which was also clean. The conversation ended with Ken thanking everyone for their efforts. *Ken Jeppesen was excused at 5:58 p.m.*

➤ **Administration**

- *State of the School* – Jared Buckley provided an update on the state of the school, focusing on community engagement, literacy proficiency, and enrollment. The school has been working on strengthening community engagement through open house events, targeted outreach, and collaboration with local law enforcement for safety drills. The Ogden campus has shown significant improvement in literacy proficiency, with kindergarten students making remarkable progress from the beginning of the year to mid-year assessments. Current enrollment is at 873 students, which is lower than the start of the year but higher than last year. The school is actively working on retention strategies and has opened registration for the next academic year, with 850 current students registered and 75 new students from the lottery waitlist. Jared gave an update on his recent Safety Grant submission.

➤ **Board of Directors**

- *Financial Review* – Dawn Benke commented on the audit presentation highlighting that the revenue was up by \$2.3 million from the previous year, but this was largely due to the safety grant (\$1.5 million) and COVID funds (\$600k). The budget cushion was \$1.5 million, which was mainly because they expected to pay back the SpEd money before the end of the year. Because all of the COVID funds have been spent, she is not anticipating having a single audit this fiscal year. Dawn B. went on to discuss the finances for the current fiscal year in which we are about 58% through the year. She highlighted some percentages of interest including a high revenue due to the interest being earned, federal sources being low due to the process to apply for reimbursements, the other sources is money coming from your new project which is being offset by the purchased property services and will be adjusted at the end of the year. Nothing of concern on the financial position but Dawn B. did comment that the cash is up from last year in your regular bank account and recommended transferring some cash to the PTIF account. However, she suggested waiting until the construction was complete before making a transfer. Dawn B. concluded with the fixed assets were up due to the safety grant and all the purchases that were made with those funds.

CONSENT ITEMS

- *December 11, 2024 Board Meeting Minutes* – There was no further discussion. **Jimmy Sunlight made a motion to approve the consent items. David Gray seconded the motion. The votes were as follows:**
Terry Capener – Aye

Chuma Uzoh – Aye
Jimmy Sunlight – Aye
David Gray – Aye
Motion passed unanimously.

VOTING ITEMS

- 2025-2026 School Calendar – Jared Buckley reviewed the 2025-2026 calendar which is now one calendar instead of two. This calendar follows very similar to this year. **Chuma Uzoh made a motion to approve the 2025-2026 School Calendar. David Gray seconded the motion. The votes were as follows:**
Terry Capener – Aye
Chuma Uzoh – Aye
Jimmy Sunlight – Aye
David Gray – Aye
Motion passed unanimously.
- 2025-2026 School Fee Schedule – Jared Buckley reviewed the fee schedule. The YMCA still has the after-school program at the Layton Campus. These programs help with our communities, but the funding isn't significant. We are slightly increasing the fee for next year. **David Gray made a motion to approve the 2025-2026 School Fee Schedule. Jimmy Sunlight seconded the motion. The votes were as follows:**
Terry Capener – Aye
Chuma Uzoh – Aye
Jimmy Sunlight – Aye
David Gray – Aye
Motion passed unanimously.
- Re-Approve Fee Waiver Policy – Jared Buckley stated that it is required to review and approve the Fee Waiver Policy on an annual basis when approving a new fee schedule. **Jimmy Sunlight made a motion to Re-approve the Fee Waiver Policy. Chuma Uzoh seconded the motion. The votes were as follows:**
Terry Capener – Aye
Chuma Uzoh – Aye
Jimmy Sunlight – Aye
David Gray – Aye
Motion passed unanimously.
- Service Animal Policy – Jared Buckley stated that we have an employee that requires a service animal, and we wanted to make sure that we have a policy in place, so that we don't have all kinds of pets showing up at the school. **Chuma Uzoh made a motion to approve the Service Animal Policy. David Gray seconded the motion. The votes were as follows:**
Terry Capener – Aye
Chuma Uzoh – Aye
Jimmy Sunlight – Aye
David Gray – Aye
Motion passed unanimously.
- Amend Time & Effort Documentation Policy (Procedures) – Brandon Fairbanks stated that because the school receives state and federal restricted funds, you must make sure that

funds are being spent appropriately. The administrative procedures were also updated. **David Gray made a motion to approve the Amended Time & Effort Policy. Jimmy Sunlight seconded the motion. The votes were as follows:**

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

Motion passed unanimously.

OTHER BUSINESS ITEMS

➤ *Calendaring Items* – Terry Capener

- Next Pre-Board Meeting – March 3rd
- Next Board Meeting – March 17th @ Layton Campus
- NCSC25 Orlando, FL June 29 – July 2 – Early Registration ends Feb 18th

6:33 PM – Jimmy Sunlight made a motion to enter 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) in Kaysville, UT. David Gray seconded the motion. The roll call votes were as follows:

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

Motion passed unanimously.

Dawn Benke was excused at 6:33 p.m.

6:46 PM – David Gray made a motion to exit the CLOSED SESSION and ADJOURN. Jimmy Sunlight seconded the motion. The votes were as follows:

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

Motion passed unanimously.

Leadership Learning Academy
Board of Directors
Closed Session Statement
Tuesday, February 18, 2025

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

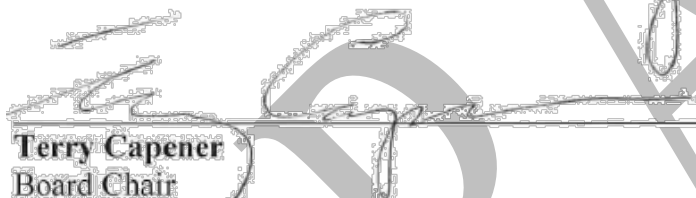


CLOSED SESSION SWORN STATEMENT:

At a duly noticed public meeting held on the date listed above, the board of directors for LEADERSHIP LEARNING ACADEMY entered into a closed session for the sole purpose of discussing the character, professional competence, or physical or mental health of an individual in accordance with Utah Code Ann. 52-4-2(1)(a).

I declare under criminal penalty under the law of Utah that the foregoing is true and correct.

Signed on the 18th day of February, 2025.


Terry Capener
Board Chair