



LEADERSHIP  
LEARNING  
ACADEMY

# Board Meeting Materials

## BOARD MISSION STATEMENT

*It is the mission of the Board to make the academic growth and achievement of students the focus of Leadership Learning Academy. This is accomplished through modeling the school Charter of principled and inspired leadership. The Board will govern not manage. It will act in a manner that maintains financial stability. It will speak and act with a unified voice.*

# March 17, 2025

# Leadership Learning Academy Board Meeting Agenda Monday, March 17, 2025



**Location:** Layton Campus, 100 W 2675 N, Layton, UT 84041

**Zoom Link:** <https://us02web.zoom.us/j/84654350213?from=addon>

**Meeting ID:** 846 5435 0213

**Mobile:** (669) 900-9128

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

**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.

## Agenda

### 2024-2025 Strategic School Plan

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

### **5:30 PM – INTRODUCTORY ITEMS**

- Welcome & Roll Call – Chuma Uzoh
- Board Mission
- School Mission
- School Vision

### **PUBLIC COMMENT (Items Not on the Agenda – Limit 3 Minutes)**

- Special Education Curriculum
  - Wilson – <https://www.wilsonlanguage.com/>
  - Touch Math – <https://shop.touchmath.com/product/curriculum/kindergarten-upper-grades-classroom-solution-print/>
  - SIPPS – <https://www.collaborativeclassroom.org/programs/sipps/>
  - Teach Down – <https://web.teachtown.com/>

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

- Amplify CKLA Curriculum – <https://amplify.com/programs/amplify-core-knowledge-language-arts/>
- Learning Without Tears – [https://www.lwtears.com/?gad\\_source=1&gclid=Cj0KCQjwhMq-BhCFARIsAGvo0KftZ8TiGu3FJUDJ7KYIVOWsZpTeUTw\\_UiOhoo1FHsAYa0t0VZKM9pMaAsqMEALw\\_wcB](https://www.lwtears.com/?gad_source=1&gclid=Cj0KCQjwhMq-BhCFARIsAGvo0KftZ8TiGu3FJUDJ7KYIVOWsZpTeUTw_UiOhoo1FHsAYa0t0VZKM9pMaAsqMEALw_wcB)
- Gizmos – <https://gizmos.explorellearning.com/sign-up-for-free>
- iReady Math – <https://www.curriculumassociates.com/programs/i-ready-learning/i-ready-classroom-mathematics-2024>
- Zane Bloser Handwriting – [https://www.zaner-bloser.com/welcome?gad\\_source=1&gclid=CjwKCAjwp8--BhBREiwAj7og1xnLys9S9\\_P1Fcy8oKlgE4dHwatdUIe3rADIr-VvPe1GrKwy-DWaSBoCY-sQAvD\\_BwE](https://www.zaner-bloser.com/welcome?gad_source=1&gclid=CjwKCAjwp8--BhBREiwAj7og1xnLys9S9_P1Fcy8oKlgE4dHwatdUIe3rADIr-VvPe1GrKwy-DWaSBoCY-sQAvD_BwE)
- Accelerated Reader – <https://www.renaissance.com/products/accelerated-reader/>

## REPORTS

- Administration
  - [State of the School](#) – Jared Buckley
  - [Review FY24 SLT Final Reports](#)
- Board of Directors
  - [Financial Review](#) – Jimmy Sunlight

## BOARD TRAINING

- School LAND Trust Board Training Assurance – Chuma Uzoh
- [Annual Open & Public Meetings Act Training](#) – Brandon Fairbanks

## CONSENT ITEMS

- [February 18, 2025 Board Meeting Minutes](#)

## VOTING ITEMS

- [2025-2026 School LAND Trust Plans](#) – Jared Buckley
- [Technology Purchase](#) – Jared Buckley

## OTHER BUSINESS ITEMS

- Calendaring Items – Chuma Uzoh
  - Next Pre-Board Meeting – April 28<sup>th</sup>
  - Next Board Meeting – May 12<sup>th</sup> @ AW
  - NCSC25 Orlando, FL June 29 – July 2

**CLOSED SESSION** to discuss an individual's character, professional competence, or physical or mental health pursuant to Utah Code 52-4-205(1)(a) [IF NEEDED]

## ADJOURN

### UPCOMING CALENDAR ITEMS

#### April

Parent Handbook

EOY Bonus

Audit Engagement Letter

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Review Positive Behavior Plan *[approve if changed]*

**May**

2025-2026 TSSA Plan

Capital Improvements

AW SpEd Services Agreement

**June**

2024-2025 Final Amended Budget

2025-2026 Annual Budget

Ratify Board Members & Terms

Ratify Board Officers

2025-2026 Sex Ed Committee Membership

Set 2025-2026 Board Meeting Schedule

Fraud Risk Assessment/Ethical Behavior

Mental Health Screening Determination *[if changed]*

Board Member Agreement

Annual Policies Review

Review Board Communication Guidelines

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## Lead Director Report

3/17/25

### Schoolwide Unity and Collaboration:

- LLA participated in Read Across America activities. Ogden held a Read-a-Thon and also conducted a Read-a-Thon fundraiser, raising over \$6,000.
- Two of our fourth-grade girls approached Mrs. Macchia about finding a way to celebrate students in each class who practice our core values daily. After some discussion and a few modifications, we are happy to announce that we are putting their plan in place. Each teacher will be given a Leadership Lanyard for their class. They will then look for students who are practicing our core values in a way that stands out. That student will be selected to wear the lanyard for the day. Classmates may also nominate each other for this honor. We are so proud of these girls for coming up with a positive way to celebrate the good things we see at LLA daily.
- Another act of leadership came from a fifth-grade student. A few weeks ago, she gave Mrs. Macchia a picture book that she had written and illustrated to teach kids about resilience. As soon as Mrs. Macchia read it, she knew that it was something the whole school needed to hear. She shared it with all of our students online, and each one of them enjoyed her creative story.

### Growth and Literacy Proficiency:

- Our MOY Acadience Reading scores showed that we have a large number of at- and above-grade-level readers at LLA. While we are thrilled to have so many strong readers, this success comes with a new challenge: keeping our higher readers growing at the same rate as their lower-performing peers. We have a plan in place to support and increase growth for our higher readers. Additionally, we have met with our Guiding Coalition and created a plan to boost math scores for next year.
- We are creating a solid professional development schedule for the next school year. Additionally, we are working on a plan to ensure our kindergarten program has a successful start.

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## **Enhancing Teacher and Staff Development, Celebrating Achievements, and Strengthening Retention:**

- We are creating a solid PD schedule for next school year. We are also working on a plan for our kindergarten to have a successful start.

## **Enrollment and Fiscal Responsibility:**

### **Enrollment Report: 2024-2025**

#### **Current**

- ★ **LEA:** 873 students (-65) – 7%
- ★ **Layton:** 498 students (-48) -9%
- ★ **Ogden:** 370 students (-32) -10%

#### **2025/2026**

##### **Current Registered**

- ★ LEA: 916
- ★ Layton: 558
- ★ Ogden: 358

##### **Waiting to Register**

- ★ LEA: 59
- ★ Layton: 38
- ★ Ogden: 21

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# Leadership Learning Academy Final Report 2023-2024

2023 - 2024

## Final Report Approved

### Final Report Approval Details

**Submitted By:**

Jared Buckley

**Submit Date:**

2025-02-20

**Admin Reviewer:**

**Admin Review Date:**

**LEA Reviewer:**

Dawn Benke

**LEA Approval Date:**

2025-02-24

**Board Approval Date:**

### Financial Proposal and Report

This report is automatically generated from the approved School Plan (entered in spring of 2023), Amendments, and the LEA's data entry of the School LAND Trust expenditures coming from the Utah Public Education Finance System (UPEFS).

Description	Planned Expenditures (entered by the school)	Amended Expenditures (entered by the school)	Actual Expenditures (entered by the LEA)	
Carry-Over from 2022-2023	\$0.00	\$0.00	\$0.00	
Distribution for 2023-2024	\$68,291.27	\$0.00	\$68,291.27	
Total Available for Expenditure in 2023-2024	\$68,291.27	\$0.00	\$68,291.27	
Salaries and Benefits	\$25,825.60	\$0.00	\$26,134.12	
Contracted Services	\$0.00	\$0.00	\$0.00	
Professional Development	\$0.00	\$0.00	\$0.00	
Student Transportation Field Trips	\$0.00	\$0.00	\$0.00	
Books Curriculum Subscriptions	\$42,157.15	\$0.00	\$42,157.15	
Technology Related Supplies	\$0.00	\$0.00	\$0.00	
Hardware, etc.	\$0.00	\$0.00	\$0.00	
Software	\$0.00	\$0.00	\$0.00	
Remaining Funds (Carry-Over to 2024-2025)	\$308.52		\$0.00	

Description	Planned Expenditures (entered by the school)	Amended Expenditures (entered by the school)	Actual Expenditures (entered by the LEA)
Technology Device Rental	\$0.00	\$0.00	\$0.00
Video Communication Services	\$0.00	\$0.00	\$0.00
Repair Maintenance	\$0.00	\$0.00	\$0.00
General Supplies	\$0.00	\$0.00	\$0.00
Services Goods Fees	\$0.00	\$0.00	\$0.00
Other Needs Explanation	\$0.00	\$0.00	\$0.00
Non Allowable Expenditures	\$0.00	\$0.00	\$0.00
USBE Administrative Adjustment - Scroll to the bottom to see Comments.			\$0.00
Total Expenditures	\$67,982.75	\$0.00	\$68,291.27
Remaining Funds (Carry-Over to 2024-2025)	\$308.52		\$0.00

Goal #1

close

State Goal

close

Improve reading performance of students K-6 on Acadience by Spring 2024.

Academic Area

close

- English/Language Arts

Measurements

close

**Measurements**  
**This is the measurement identified in the plan to determine if the goal was reached.**

Baseline data will be established in the Fall of 2023. Our goal will be to increase the number of students proficient by 2% as demonstrated on Acadience in Spring of 2024.

**Please choose one of the following two options to complete the Measurements section:**

1. Explain how academic performance was improved or not, and describe how the before and after measurement data supports the improvement.
2. Explain how academic performance was improved or not, and attach measurement data from before and after plan implementation in the Attachments Section below. (If you choose this option, please put a note in your explanation to "see attached document").

We collected data during the Fall of 2023 and compared it to the end-of-year results. At the beginning of the year, our school's proficiency rate was 64%, and by the end of the year, it had increased to 68%, marking a 4% improvement. This surpasses our goal of a 2% increase, demonstrating measurable growth in student proficiency.

Action Steps

close

**This is the Action Plan Steps identified in the plan to reach the goal.**

1. Provide an Instructional Coach to support teachers and paraprofessionals in Language Arts.
2. Provide reading interventionists to target goals in each classroom.



3. Provide Core Knowledge Language Arts program for students.

**Were the Action Steps (including any approved Funding Changes described below) implemented and associated expenditures spent as described?**

Yes

Digital Citizenship/Safety Principles Component

close

No

#### Summary of Estimated Expenditures

Category	Estimated Cost (entered by the school)
Salaries and Benefits (teachers, aides, specialists, productivity, substitutes)	\$25,825.60
Books, Ebooks, online curriculum/subscriptions	\$42,157.15
Total:	\$67,982.75

#### Funding Changes

**There are times when the planned expenditures in the goals of a plan are provided by the LEA, a grant, or another unanticipated funding source, leaving additional funds to implement the goals. If additional funds are available, how will the council spend the funds to implement the goals in this plan?**

If additional money become available we will pay for additional reading interventionists.

**If any funds were expended as identified in Funding Changes, please describe how they were spent to implement the approved goals. If you did not implement the Funding Changes plan, please put "did not implement Funding Changes."**

The Action Plan was implemented as stated.

#### Publicity

**The following items are the proposed methods of how the Plan would be publicized to the community:**

- School website

**The school plan was actually publicized to the community in the following way(s):**

☐ Letters to policymakers and/or administrators of trust lands and trust funds

☐ Other: Please explain

☐ School assembly

☐ School marquee

☐ School newsletter

☒ School newsletter or website

- ☐ School website
- ☐ Social Media
- ☐ Stickers that identify purchases made with School LAND Trust funds

Council Plan Approvals

Number Approved	Number Not Approved	Number Absent	Vote Date
6	0	0	2023-02-02

# Leadership Learning Academy - Ogden Final Report 2023-2024

2023 - 2024

Final Report Approved

## Final Report Approval Details

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Jared Buckley

**Submit Date:**  
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Carry-Over from 2022-2023	\$0.00	\$0.00	\$0.00	
Distribution for 2023-2024	\$56,861.16	\$0.00	\$56,861.16	
Total Available for Expenditure in 2023-2024	\$56,861.16	\$0.00	\$56,861.16	
Salaries and Benefits	\$25,893.95	\$0.00	\$26,150.80	
Contracted Services	\$0.00	\$0.00	\$0.00	
Professional Development	\$0.00	\$0.00	\$0.00	
Student Transportation Field Trips	\$0.00	\$0.00	\$0.00	
Books Curriculum Subscriptions	\$30,710.33	\$0.00	\$30,710.36	
Technology Related Supplies	\$0.00	\$0.00	\$0.00	
Hardware, etc.	\$0.00	\$0.00	\$0.00	
Software	\$0.00	\$0.00	\$0.00	
Remaining Funds (Carry-Over to 2024-2025)	\$256.88		\$0.00	

Description	Planned Expenditures (entered by the school)	Amended Expenditures (entered by the school)	Actual Expenditures (entered by the LEA)	
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Services Goods Fees	\$0.00	\$0.00	\$0.00	
Other Needs Explanation	\$0.00	\$0.00	\$0.00	
Non Allowable Expenditures	\$0.00	\$0.00	\$0.00	
USBE Administrative Adjustment - Scroll to the bottom to see Comments.			\$0.00	
Total Expenditures	\$56,604.28	\$0.00	\$56,861.16	
Remaining Funds (Carry-Over to 2024-2025)	\$256.88		\$0.00	

Goal #1

close

State Goal

close

Improve reading performance of students K-6 on Acadience by Spring 2024.

Academic Area

close

- English/Language Arts

Measurements

close

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We collected data during the Fall of 2023 and compared it to the end-of-year results. At the beginning of the year, our school's proficiency rate was 42%, and by the end of the year, it had increased to 48%, marking a 6% improvement. This surpasses our goal of a 2% increase, demonstrating measurable growth in student proficiency.

Action Steps

close

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1. Provide Core Knowledge Language Arts program for students.
2. Provide reading interventionist to target goals in each classroom.

3. Provide an Instructional Coach to support teachers and paraprofessionals in Language Arts.

**Were the Action Steps (including any approved Funding Changes described below) implemented and associated expenditures spent as described?**

Yes

Digital Citizenship/Safety Principles Component

close

No

**Summary of Estimated Expenditures**

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- ☐ School newsletter
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- ☐ School website
- ☐ Social Media
- ☐ Stickers that identify purchases made with School LAND Trust funds

Council Plan Approvals

Number Approved	Number Not Approved	Number Absent	Vote Date
6	0	0	2023-02-02

Plan Amendments  
Amendment #1

**Please Note:**  
This amendment is not yet awaiting any review.

**Number Approved:**

0

**Number Not Approved:**

0

**Absent:**

0

**Council Vote Date:**

**Explanation for Amendment:**

**Was the Amendment implemented and associated expenditures spent as described?:**

Yes

Amendment #2

**Please Note:**  
This amendment is not yet awaiting any review.

**Number Approved:**

0

**Number Not Approved:**

0

**Absent:**

0

**Council Vote Date:**

**Explanation for Amendment:**

**Was the Amendment implemented and associated expenditures spent as described?:**

Yes

[Back to Agenda](#)

## Leadership Learning Academy Statement of Activities

Created on March 11, 2025

For Prior Month

Reporting Book:

ACCRUAL

As of Date:

03/11/2025

Location:

Leadership Learning Academy

	Annual June 30, 2025	Year-to-Date Feb 28, 2025	
	Budget	Actual	% of Budget
<b>Net Income</b>			
Income			
Revenue From Local Sources	300,000	286,725	95.6 %
Revenue From State Sources	9,833,656	6,834,269	69.5 %
Revenue From Federal Sources	618,328	241,275	39.0 %
Revenue from Other Sources	0	3,548,587	0.0 %
Total Income	10,751,984	10,910,856	101.5 %
Expenses			
Instruction/Salaries	5,645,043	3,075,505	54.5 %
Employee Benefits	1,344,855	902,106	67.1 %
Purchased Prof & Tech Serv	870,500	505,484	58.1 %
Purchased Property Services	379,561	3,485,334	918.3 %
Other Purchased Services	174,000	75,353	43.3 %
Supplies & Materials	1,069,595	607,538	56.8 %
Property	50,000	15,691	31.4 %
Debt Services & Miscellaneous	1,091,944	612,762	56.1 %
Total Expenses	10,625,498	9,279,773	87.3 %
<b>Total Net Income</b>	<b>126,486</b>	<b>1,631,083</b>	<b>1,289.5 %</b>

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# **Leadership Learning Academy** **Statement of Financial Position** **Created on March 11, 2025** **For Prior Month**

Reporting Book:  
As of Date:  
Location:

ACCRUAL  
03/11/2025  
Leadership Learning Academy

	Period Ending 02/28/2025	Period Ending 02/29/2024
	Actual	Actual
<b>Assets &amp; Other Debits</b>		
Current Assets		
Operating Cash		
Cash		
8111-03i-001 - LLA ZB OP	3,352,678	1,093,715
8112-03i-001 - Zlons Bank - Petty - LLA	2,653	5,447
Total Cash	3,355,331	1,099,162
Investments		
8120-03i-001 - PTIF - LLA Facility	512,505	486,882
8120-03i-002 - PTIF - LLA Surplus	1,543,573	1,466,404
Total Investments	2,056,078	1,953,286
Operating Cash	5,411,409	3,052,448
Accounts Receivables	320,502	330,800
Other Current Assets	0	30
Total Current Assets	5,731,911	3,383,278
Restricted Cash	2,135,880	1,882,606
Net Assets		
Fixed Assets	17,058,537	15,929,210
Depreciation	(2,600,116)	(2,167,657)
Total Net Assets	14,458,421	13,761,553
Other Debits	(636,364)	(676,232)
<b>Total Assets &amp; Other Debits</b>	<b>21,689,848</b>	<b>18,351,205</b>
<b>Liabilities &amp; Fund Equity</b>		
Current Liabilities	93,432	725,275
Long-Term Liabilities	15,350,000	15,640,000
Other Credits	300,854	317,414
Fund Balance	4,250,521	1,837,153
Net Income	1,695,041	(168,637)
<b>Total Liabilities &amp; Fund Equity</b>	<b>21,689,848</b>	<b>18,351,205</b>

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## Utah Open & Public Meetings Act Annual Training Materials

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### DEFINITIONS

**Public Policy:** it is the intent of the Open and Public Meetings Act (the “Act”) that public bodies take their actions *and* conduct their deliberations openly.

**“Meeting”** means a gathering:

- 1) of a public body;
- 2) with a “quorum” present; and
- 3) that is convened:
  - a) by an individual:
    - i. with authority to convene a public body; and
    - ii. following the process provided by law for convening the public body; and
  - b) for the express purpose of acting as a public body to:
    - i. receive public comment about a “relevant matter;”
    - ii. deliberate about a relevant matter; or
    - iii. take action upon a relevant matter.

*Electronic Message Transmissions.* The Act does not restrict a board member from transmitting an electronic message to other board members at a time when the board is not convened in a meeting. (Remember, electronic messages are subject to the Government Records Access Management Act and the Act’s definition of a “meeting.”)

A **“Quorum”** means a simple majority of the membership of a public body, unless otherwise defined by applicable law.

**“Relevant matter”** means a matter that is within the scope of authority of a public body.

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

**NOTICE REQUIREMENTS** - Notice of public meetings must be: (i) posted at the anchor location for the meeting or the structure or other area where the meeting will be held; (ii) posted on the Utah Public Notice Website ([www.utah.gov/pmn/](http://www.utah.gov/pmn/)); and (iii) posted on the School's website.

- 1) Notice must be provided no less than 24 hours prior to the meeting.
- 2) Notice must include the meeting agenda, date, time, and place.
- 3) Annual Notice. If regular meetings are scheduled in advance over the course of a year, the board must give notice at least once each year of its annual schedule (date, time, place).
- 4) Agendas. The agenda must provide reasonable specificity of each topic that will be considered at the board meeting.

*Public Comment.* At the discretion of the board chair, a topic raised by the public can be discussed during the meeting even if it was not included on the agenda. However, the board cannot take final action on a topic unless it was included on a properly noticed agenda.

- 5) Emergency Meetings. If the board holds an “emergency meeting,” as defined by § 52-4-202(5), the notice requirements above do not apply. Emergency meetings are limited to unforeseen circumstances that require immediate consideration, and the best practicable notice is still required.

**ELECTRONIC MEETINGS** - A board can hold an electronic meeting if it has adopted a resolution/rule/ordinance governing the use of electronic meetings (satisfied by adopting Electronic Meetings Policy).

- 1) Electronic Meeting Notice Requirements. In addition to the public notice requirements for a regular meeting, notice for an electronic meeting must also include: (i) written notice at the anchor location (unless no anchor location exists in accordance with the exceptions below); and (ii) 24 hr. minimum notice to board members with a description of how to connect to the meeting.
- 2) Anchor Location Requirements. When holding an electronic meeting, the board must identify an “anchor location” and provide space where members of the public can attend the open portions of the meeting. The anchor location must be in the building/location where the board would normally meet if they were not holding an electronic meeting or another building/location that is reasonably as accessible to the public.
- 3) Exceptions to Anchor Location Requirement.
  - a) No anchor location is required if the board chair determines: (i) that having an anchor location presents a substantial risk to the health or safety of those present or who would

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otherwise be present at the anchor location; or (ii) the location where the board would normally meet has been ordered closed to the public for health or safety reasons. If no anchor location will be made available under this exception, the public notice for the meeting must include a statement of the chair's risk determination, a summary of the facts supporting the determination, and information on how the public may attend the meeting electronically. The determination is valid for 30 days.

- b) No anchor location is required if all board members attend the electronic meeting remotely through electronic means and the board has not received a written request, at least twelve (12) hours before the scheduled meeting time, to provide an anchor location for members of the public to attend in person the open portions of the electronic meeting.

**REQUIRED OPEN MEETING RECORDS** - Written minutes and a recording shall be kept for all open meetings.

1) Written Minutes. Minutes must include the following:

- a) the date, time and place of the meeting;
- b) the names of members present and absent;
- c) the substance of all matters proposed, discussed or decided (or audio link);
- d) a record, by individual member, of each vote taken;
- e) the name of any person who provides comments to the board, as well as a brief summary (or audio link) of their comment; and
- f) any information that a board member asks to be entered in the minutes.

Note: Pending minutes must indicate they are not approved or that they are subject to change until they are approved.

2) Audio Recording. The board must maintain a complete and unedited recording of all open portions of each meeting.

Note: members of the public can record the meeting so long as it does not interfere with the meeting.

3) Public Availability of Records:

- a) *Pending Minutes*: must be made available within a reasonable time after the meeting.
- b) *Approved Minutes & Meeting Materials*: within three (3) business days after

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approving written minutes, the board must: (i) post the approved minutes *and* meeting materials distributed at the meeting to the Public Notice Website; and (ii) make both available at the primary office.

Note: If an individual presents or provides electronic information related to an agenda item, the board shall require a copy to be included in the public record.

- c) *Recording*: within three (3) business days after the meeting, make the audio recording available to the public.

**CLOSED SESSION REQUIREMENTS** - A meeting is open to the public unless closed under §52-4-204, -205, -206.

- 1) A meeting may be closed to the public by a 2/3 majority vote to close.
- 2) Closed Session Voting. No vote can be taken in a closed meeting, except for a vote to end the closed meeting and return to an open meeting (requires a majority vote).
- 3) Permissible Reasons for Closed Session. Discussions regarding: an individual's character, competence, mental health; collective bargaining; pending or imminent litigation; sale/purchase of real property; security personnel, devices or system discussions; investigative proceedings for criminal misconduct; or when acting as the evaluation committee, protest officer, or appeals committee under the procurement code.
- 4) Public Record of Closed Session. The public minutes and recording must include: (i) the reason(s) for holding the closed session; (ii) the location; and (iii) the vote, by name, of all members for or against closing the meeting.
- 5) Closed Session Records:
  - a) *Recording Requirement*. Closed meetings must be recorded in their entirety *unless* the meeting was closed to discuss: (i) the character, professional competence or physical/mental health of an individual; or (ii) to discuss security personnel, devices or systems.

The closed session recording must include: (i) the date, time and place of the closed meeting; (ii) the names of members present and absent; and (iii) the names of all others present in the closed session unless disclosure infringes on the confidentiality purposes of the closed meeting.

Note: if the meeting was not recorded under the exceptions noted above, the board chair/president must sign a sworn statement affirming that the sole purpose for closing the closed meeting was to discuss one of the exempt purposes.

- b) Closed session minutes are optional.

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- c) Closed session recordings and minutes are “protected records” under Utah’s Government Records Access Management Act.

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[Back to Agenda](#)

# 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

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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

**NOTE: Times on this agenda are estimated as a courtesy only. Actual times may vary.**

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

- 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**

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

**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.**

**NOTE: Times on this agenda are estimated as a courtesy only. Actual times may vary.**

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

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



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**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 18<sup>th</sup> day of February, 2025.

  
**Terry Capener**  
Board Chair

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## LLA Board of Director's Meeting Monday, March 17, 2025

### Action Item: 2025-2026 School LAND Trust Plans

#### Issue:

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The Board must approve the School LAND Trust Plan for each campus in order to receive funding. *The Board must also receive annual SLT training, which was sent out to the board via email and has been completed by all board members.*

#### Background:

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Each year LLA receives School LAND Trust (SLT) revenue from the state to be applied to the specific needs of each campus. Each campus has a SLT committee (Community Council) that decides how the money is going to be spent at each campus.

#### **LAYTON CAMPUS:**

Layton Campus has been given the allotment of **\$80,999.11** for the 2025-2026 school year. The Layton SLT committee met on **March 12, 2025**, to discuss the needs of the School. The committee voted to improve reading performance of students K-6 on Acadience by Spring 2026 (by 2% from Fall 2025). The Layton Campus will allot funding for salaries to provide instructional coaching for teachers and paraprofessionals in Language Arts as well as implementing Core Knowledge LA program. Any remaining funds will go to salaries.

#### **OGDEN CAMPUS:**

The Ogden Campus has been given the allotment of **\$59,740.73** for the 2025-2026 school year. The Ogden SLT committee met on **March 14, 2025**, to discuss the needs of the School. The committee voted to improve the reading performance of students K-6 on Acadience by Spring 2026. The Ogden Campus will allot funding for salaries to provide instructional coaching for teachers and paraprofessionals in Language Arts as well as implementing Core Knowledge LA program. Any remaining funds will go to salaries.

#### Recommendation:

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It is recommended that the Board approve the 2025-2026 School LAND Trust Plans for both the Layton and Ogden Campuses.

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# Upcoming School Plan 2025-2026 - Leadership Learning Academy

**Please Finish your Plan Submission**

This form has an autosave feature enabled for most sections. After completing a section, such as “State Goal” or “Academic Area,” you must click out of the text box or radio button on a blank section of the screen to enable the autosave. If you move onto the next question without this step, the form may not allow you to make an entry on your first attempt.

There are some sections that require a manual save, such as “Action Plan Steps and Expenditures” or “Add a new planned expenditure.” You must select “save” for your information to be saved by the form. A best practice is to have your information saved in a separate document so that you can copy & paste it back into this form in the case of a loss.

Every goal must have at least 1 trust land expenditure entered or the plan will be rejected. Remember, this is a School LAND Trust plan and how you will be spending funds to achieve the goals must be clearly and specifically outlined. If expenses are not aligned to goal, or not clearly identified, the plan will be sent back for edits.

**At least one goal is required.**

Goal #1

close

State Goal

close

Goals must be student-centered, data-driven, and evidence-based. A goal should answer the question "What will students achieve in the upcoming academic year?"

Improve reading performance of students K-6 on Acadience by Spring 2026.



## Academic Area

close

Refer to R277-4.77-4 for a list of priority academic areas. A council may, supported by a council's data discussion, include goals in other areas if priorities have been addressed, or another area is a priority of the local board.

Please **select only** the priority area/s that your data determines as an area of most critical academic need. For each academic priority selected, there **must** be a corresponding assessment or data tool in the Measurements section. *If academic areas are selected that don't have a corresponding measurement, the plan may be sent back for edits.*

### Priorities

- ☐ College and Career Readiness (*secondary schools only*)
- ☒ English/Language Arts
- ☐ Graduation Rate Increase (*secondary schools only*)
- ☐ Mathematics
- ☐ Science

### Other Academic Areas in Core Standards

- ☐ CTE (Career and Technical Education)
- ☐ Educational Technology/Library/Media
- ☐ Financial Literacy
- ☐ Fine Arts
- ☐ Health
- ☐ Physical Education
- ☐ Social Studies
- ☐ Technology
- ☐ World Languages

## Measurements

close

Describe the data and/or other relevant indicators supporting the decision of the council to identify this academic area as a "most critical academic need."

What measurements will be used to indicate success? Limit the data sources to meaningful tools so that progress may be gauged. Please remember, for each academic area selected above, there must be a corresponding measurement.

Baseline data will be established in the Fall of 2025. Our goal will be to increase the number of students proficient by 2% as demonstrated on Acadience in Spring of 2026.

Action Plan Steps and Expenditures

close

Action plan steps should be specific and clear on what is being purchased with School LAND Trust funds and how the steps support the goal. Please:

- List and number the specific steps.
- Write the School LAND Trust funding amount in parentheses at the end of each action step.

*If implementing cross-curricular methods (using art to support a math goal) that do not have an assessment or data tool, explain how the method will be implemented in the action plan steps.*

*Example:*

1. We will hire a paraprofessional for reading groups. (\$10,000)
2. The paraprofessional will work with small groups of students to provide structured support in areas of reading that the students are struggling with.
3. We will purchase reading software to complement classroom literacy instruction. (\$5,000)



1. Provide Core Knowledge Language Arts program for students.
2. Provide Instructional Coaching to support teachers and paraprofessionals in Language Arts.

Action Steps and Expenditures must be saved manually using this button:

SAVE ACTION PLAN STEPS

Category	Description	Estimated Cost		
Books, Ebooks, online curriculum/subscriptions	Core Knowledge Language Arts program.	\$27,383.50	Edit/Cancel Save	Delete
Salaries and Benefits (teachers, aides, specialists, productivity, substitutes)	Salaries and benefits.	\$53,615.61	Edit/Cancel Save	Delete
	Total:	\$80,999.11		

Scroll to the top to add a goal.

### Summary of Estimated Expenditures

Category	Estimated Cost (entered by the school)
Books, Ebooks, online curriculum/subscriptions	\$27,383.50
Salaries and Benefits (teachers, aides, specialists, productivity, substitutes)	\$53,615.61
Total:	\$80,999.11

### Funding Estimates – Please Update

Estimates	Totals	
Carry-over from 2023-2024	\$0.00	
Distribution for 2024-2025	\$74,347.63	
Total Available Funds for 2024-2025	\$74,347.63	
Estimated Funds to be Spent in 2024-2025	\$ 74347.63	Update
Estimated Carry-over from 2024-2025	\$0.00	
Estimated Distribution for 2025-2026	\$80,999.11	
Total Available Funds for 2025-2026	\$80,999.11	
Summary of Estimated Expenditures for 2025-2026	\$80,999.11	
Estimated Carry-over to 2026-2027	\$0.00	

*The Estimated Distribution is subject to change if student enrollment counts change.*

**Publicity**

---

[Click here to order free stickers for identifying School LAND Trust purchases such as books or computers.](#)

**The following items are the proposed methods of how the Plan would be publicized to the community:**

- ☐ Letters to policymakers and/or administrators of trust lands and trust funds
- ☐ Other: Please explain
- ☐ School assembly
- ☐ School marquee
- ☒ School newsletter or website
- ☐ Social Media
- ☐ Stickers that identify purchases made with School LAND Trust funds

**Council Plan Approval**

---

Please indicate the voting results to approve this school plan.

Number Approved:

6

Number Not Approved:



0

Number Absent:

0

Date:

03-12-2025



Please attach relevant documents here. *If attaching data to support the Measurement section, please ensure it does not include any student data.*

### **Please submit comments below.**

Comments are only seen by those involved in submitting or reviewing plans and cannot be edited or removed.

There is a 1000 character limit on the comments. SAVE button shows when entry is made. Character Count: 0

#### **Review before Submission**

**Please review the following before submitting (once approved, this report is public):**

- **Spelling & grammar**
- **There is no student or personal data**

**Once submitted the report may only be revised through the review process by the LEA Reviewer or Charter (Business Administrator) Reviewer. Once the review is complete, the report may not be edited.**

☐ This form is ready for display on the public website. Spelling and grammar have been checked. There is no student data included.

---

[BACK](#)

## Council Signature Form

Leadership Learning Academy 2024/2025

School Community Councils and Charter Trust Land Councils have been established to:

- Involve parents in decision-making at the school level
- Improve the education of students
- Prudently expend School LAND Trust Program money for student improvement between parents, school employees, and the local school board
- Increase public awareness of the school trust lands and funds (53G-7-1202)

One way to ensure that parents have a voice in the School LAND Trust Process is through your council signature.

This form is an opportunity for you to indicate your involvement in the process of both implementing the Current School Plan and preparing the upcoming school plan. This is also an opportunity to share any feedback you have with your local board. Your local board will review this form when the School Plan is approved.

Please print your name, sign, and indicate your involvement in implementing the Current School LAND Trust Plan and preparing the upcoming School LAND Trust Plan, indicate your position (parent, school employee, principal), and the date.

Name	Signature	Position	Participated	Did Not Participate	Date
Lauren Burns	<i>Lauren Burns</i>	Chair	X		3/12/25
Tonya Goddard	<i>Tonya Goddard</i>	VChair	X		3/12/25
Melissa Macchia	<i>Melissa Macchia</i>	Principal	X		3/12/25
Jamie Frampton	<i>Jamie Frampton</i>	Parent	X		3-12-25
Anne Probasco	<i>Anne Probasco</i>	Parent	X		3/12/25

Thank you for serving on the Council and working to improve education for our students.

# Upcoming School Plan 2025-2026 - Leadership Learning Academy - Ogden

**Please Finish your Plan Submission**

This form has an autosave feature enabled for most sections. After completing a section, such as “State Goal” or “Academic Area,” you must click out of the text box or radio button on a blank section of the screen to enable the autosave. If you move onto the next question without this step, the form may not allow you to make an entry on your first attempt.

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Goal #1

close

State Goal

close

Goals must be student-centered, data-driven, and evidence-based. A goal should answer the question "What will students achieve in the upcoming academic year?"

Improve reading performance of students K-6 on Acadience by Spring 2026.



## Academic Area

close

Refer to R277-477-4 for a list of priority academic areas. A council may, supported by a council's data discussion, include goals in other areas if priorities have been addressed, or another area is a priority of the local board.

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- ☐ Financial Literacy
- ☐ Fine Arts
- ☐ Health
- ☐ Physical Education
- ☐ Social Studies
- ☐ Technology
- ☐ World Languages

## Measurements

close

Describe the data and/or other relevant indicators supporting the decision of the council to identify this academic area as a "most critical academic need."

What measurements will be used to indicate success? Limit the data sources to meaningful tools so that progress may be gauged. Please remember, for each academic area selected above, there must be a corresponding measurement.

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Action Plan Steps and Expenditures

close

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*If implementing cross-curricular methods (using art to support a math goal) that do not have an assessment or data tool, explain how the method will be implemented in the action plan steps.*

*Example:*

- 1. We will hire a paraprofessional for reading groups. (\$10,000)*
- 2. The paraprofessional will work with small groups of students to provide structured support in areas of reading that the students are struggling with.*
- 3. We will purchase reading software to complement classroom literacy instruction. (\$5,000)*

1

2

3

Enter text here...

Action Steps and Expenditures must be saved manually using this button:

SAVE ACTION PLAN STEPS

Category	Description	Estimated Cost		
Books, Ebooks, online curriculum/subscriptions	Core Knowledge Language Arts program.	\$15,841.50	Edit/Cancel Save	Delete
Salaries and Benefits (teachers, aides, specialists, productivity, substitutes)	Salaries and benefits	\$43,899.23	Edit/Cancel Save	Delete
	Total:	\$59,740.73		

Scroll to the top to add a goal.

### Summary of Estimated Expenditures

Category	Estimated Cost (entered by the school)
Books, Ebooks, online curriculum/subscriptions	\$15,841.50
Salaries and Benefits (teachers, aides, specialists, productivity, substitutes)	\$43,899.23
Total:	\$59,740.73

### Funding Estimates – Please Update

Estimates	Totals	
Carry-over from 2023-2024	\$0.00	
Distribution for 2024-2025	\$59,180.72	
Total Available Funds for 2024-2025	\$59,180.72	
Estimated Funds to be Spent in 2024-2025	\$ 59180.72	Update
Estimated Carry-over from 2024-2025	\$0.00	
Estimated Distribution for 2025-2026	\$59,740.73	
Total Available Funds for 2025-2026	\$59,740.73	
Summary of Estimated Expenditures for 2025-2026	\$59,740.73	
Estimated Carry-over to 2026-2027	\$0.00	

*The Estimated Distribution is subject to change if student enrollment counts change.*

**Publicity**

---

[Click here to order free stickers for identifying School LAND Trust purchases such as books or computers.](#)

**The following items are the proposed methods of how the Plan would be publicized to the community:**

- ☐ Letters to policymakers and/or administrators of trust lands and trust funds
- ☐ Other: Please explain
- ☐ School assembly
- ☐ School marquee
- ☐ School newsletter or website
- ☐ Social Media
- ☐ Stickers that identify purchases made with School LAND Trust funds

**Council Plan Approval**

---

Please indicate the voting results to approve this school plan.

Number Approved:

6

Number Not Approved:



0

Number Absent:

0

Date:

03-14-2025



Please attach relevant documents here. *If attaching data to support the Measurement section, please ensure it does not include any student data.*

### **Please submit comments below.**

Comments are only seen by those involved in submitting or reviewing plans and cannot be edited or removed.

There is a 1000 character limit on the comments. SAVE button shows when entry is made. Character Count: 0

#### **Review before Submission**

**Please review the following before submitting (once approved, this report is public):**

- **Spelling & grammar**
- **There is no student or personal data**

**Once submitted the report may only be revised through the review process by the LEA Reviewer or Charter (Business Administrator) Reviewer. Once the review is complete, the report may not be edited.**

☐ This form is ready for display on the public website. Spelling and grammar have been checked. There is no student data included.

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[BACK](#)

## Council Signature Form

### Leadership Learning Academy 2024/2025


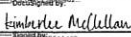



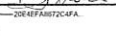
School Community Councils and Charter Trust Land Councils have been established to:

- Involve parents in decision-making at the school level
- Improve the education of students
- Prudently expend School LAND Trust Program money for student improvement between parents, school employees, and the local school board
- Increase public awareness of the school trust lands and funds (53G-7-1202)

One way to ensure that parents have a voice in the School LAND Trust Process is through your council signature.

This form is an opportunity for you to indicate your involvement in the process of both implementing the Current School Plan and preparing the upcoming school plan. This is also an opportunity to share any feedback you have with your local board. Your local board will review this form when the School Plan is approved.

Please print your name, sign, and indicate your involvement in implementing the Current School LAND Trust Plan and preparing the upcoming School LAND Trust Plan, indicate your position (parent, school employee, principal), and the date.

Name	Signature	Position	Have been involved	Have not been involved	Date
Ashley Chavez		Parent	X		3/14/2025
Kimberlee McClellan		Principial	X		3/14/2025
Logun Conger		School Employee	X		3/14/2025
Micah Smith		Parent	X		3/15/2025
Natonja Laroche-Smith		Parent	X		3/15/2025
Dulce Villanueva		Parent	X		3/17/2025

Thank you for serving on the Council and working to improve education for our students.

## LLA Board of Director's Meeting Monday, March 17, 2025

### Action Item: *Technology Purchase*

#### Issue:

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In accordance with the school's purchasing policy, all invoices that exceed \$25,000 must be approved by the Leadership Learning Academy Board of Directors. This includes all purchases from a single vendor in a 30-day period.

#### Background:

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The following is the technology that we will need for our new addition building for security cameras and audio enhancements.

Quote	Description	Amount
CM-2395	Audio Enhancement EPIC System (panic buttons, classroom audio system and speakers)	\$20,890.00
CM-2447	External Light Pole Cameras	\$65,540.00
CM-2448	Verkada Security System (door access, indoor & outdoor cameras)	\$17,900.00
	<b>TOTAL</b>	<b>\$104,330.00</b>

We are recommending that the board approve an amount not to exceed \$105k.

#### Recommendation:

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It is recommended that the Board approve the technology purchase not to exceed \$105,000.

**NOTE:** Times on this agenda are estimated as a courtesy only. Actual times may vary.

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



EMINENT TECHNICAL SOLUTIONS

1103 N 1600 W, Layton, UT 84041

932 E 00 S, Declo, ID 83323

833.758.7300

etscorp.com

# PROJECT QUOTE

CM-2395

## ISSUED TO

Leadership Learning Academy  
290 N Flint St  
Kaysville UT 84037

## DATE

2/19/2025

## PROJECT DESCRIPTION

Layton New Add-on - Audio Enhancement EPIC System

## EXPIRATION DATE

3/21/2025

## PROJECT MANAGER

Shrock, Steven M  
steven.shrock@etscorp.com

## DESCRIPTION

## QTY

## UNIT PRICE

## EXT PRICE

\*\*\* Credit \*\*\*

1

-17,900.00

-17,900.00

\*\*\* Scope of Work \*\*\*

- Install EPIC System
- Install class room AE systems (Qty. 9)
- Install paging units for hallways (Qty.2)
- Setup and configure
- Train admin on system

LLA Layton Add On - Verkada Panic

1

3,280.00

3,280.00

- (Qty. 9) Panic Buttons
- (Qty. 3) Wireless Hubs
- Installation Labor

EPIC Class Room Audio System

1

29,740.00

29,740.00

- (Qty. 9) Optimum Amplifier with Integrated XD Receiver with Programming
- (Qty. 7) Classroom Speaker, Ceiling, 1x2 Tile Replacement
- (Qty. 9) Wall Plate, WPA-502, PTT & Emergency Buttons w/ Ambient Mic, Decora Plate
- (Qty. 9) XD Teardrop Teacher Box
- (Qty. 7) Optimum-500 System Installation Wiring Kit
- On site Commissioning
- Installation of classrooms
- Setup and Configure

EPIC Zones

1

5,770.00

5,770.00

- (Qty. 2) EPIC Common Zone Amplifier with Network Interface 1 X 300W 70V, 1U with Programming
- (Qty. 10) Speakers
- On site Commissioning
- Paging Zone installation
- Setup and Configure

## TERMS AND CONDITIONS

For equipment purchases, payment is due prior to work being completed. Project invoices will be Due Upon Receipt. Invoices not paid within terms will be subject to an interest charge of 18% per annum. If collection is required, the undersigned agrees to pay collection costs and reasonable attorney fees. Standard manufacturer's warranty applies to equipment unless otherwise stated. Sign and date below to accept this quote.

## SUBTOTAL

20,890.00

## SALES TAX

0.00

## QUOTE TOTAL

20,890.00

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Thank you for considering ETS for your project. We are pleased to present you with a project quote for the services we will provide. The quote presented in this document includes a description of the services we will provide and the total project cost. We strive to take all factors into consideration to provide a fair and accurate quote for your project. If the project requires a change in materials or scope of work, ETS will produce a change order for your approval.

The following process will be followed by client or ETS if a change to this quote is required:

- A request to change or add to any part of the project must be made in writing and will be considered a 'Change Order' to the original project.
- If the Change Order will require a difference in the original project cost, an estimated amount will be provided to the Client for review and approval.
- The Client will confirm the Change Order via email response or signature on change order quote, and in doing so, it is agreed that the Client will pay any difference in cost illustrated in the change order once the project is completed and invoiced. If the Change Order requires some payment upfront, this will be noted.

If you have any questions or concerns about the project quote, please do not hesitate to contact us. We appreciate the opportunity to work with you and look forward to the possibility of partnering on this project.

## ISSUED TO

Leadership Learning Academy  
290 N Flint St  
Kaysville UT 84037

## DATE

3/14/2025

## EXPIRATION DATE

4/13/2025

## PROJECT DESCRIPTION

Light Pole Camera - External

## PROJECT MANAGER

Shrock, Steven M  
steven.shrock@etscorp.com

## DESCRIPTION

## QTY

## UNIT PRICE

## EXT PRICE

### \*\*\* Scope of Work \*\*\*

- Dig for the pole that the camera is going to go on.
- Pour concrete for the pole
- Trench for conduit
- Install conduit for the camera going out to the corner of the field
- Install Verkada camera
- Add camera to Verkada command and verify views with Admin

### Light Pole Camera

1

65,540.00

65,540.00

- (Qty. 2) CP52 Outdoor PTZ Camera, 1TB, 60 Days Max
- (Qty. 2) Verkada CH52-E Outdoor Multisensor Camera
- (Qty. 4) Arm Mount ACC-MNT-2
- (Qty. 4) Pendant Cap ACC-MNT-8
- (Qty. 4) ACC-MNT-POLE-1
- (Qty. 4) Poe Injector
- (Qty. 2) 10-Year Camera License
- (Qty. 2) Verkada 10 Year Multithread License
- (Qty. 2) 3R Nema Box
- (Qty. 2) 6 Strand Single Mode TiniFiber Armored 1250FT
- (Qty. 2) Fiber Box
- (Qty. 2) Unifi Switch
- (Qty. 24) Fiber Ends
- (Qty. 200) 3/4 in. x 10 ft. Electrical Metallic Tubing (EMT) Conduit
- Conduit Hardware
- Installation labor
- Setup and Configuration
- (Qty. 1) Square 20' Bronze Pole  
Atlas SSS20-411-BZDSL
- Sauna Tube, Concrete, Digging, Trenching
- Electrical labors for rendered services
- Conduits, materials, wirings
- Conduit pathways, core holes, nema 3r junctions, consumables, breakers, switches, outlets, etc...
- Power wirings for 120 volt needs to power switch for camera operations.
- Labors rendered
- Lift

## TERMS AND CONDITIONS

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## SUBTOTAL

65,540.00

## SALES TAX

0.00

## QUOTE TOTAL

65,540.00

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Thank you for considering ETS for your project. We are pleased to present you with a project quote for the services we will provide. The quote presented in this document includes a description of the services we will provide and the total project cost. We strive to take all factors into consideration to provide a fair and accurate quote for your project. If the project requires a change in materials or scope of work, ETS will produce a change order for your approval.

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EMINENT TECHNICAL SOLUTIONS

1103 N 1600 W, Layton, UT 84041

932 E 00 S, Declo, ID 83323

833.758.7300

etscorp.com

# PROJECT QUOTE

CM-2448

## ISSUED TO

Leadership Learning Academy  
290 N Flint St  
Kaysville UT 84037

## DATE

3/14/2025

## EXPIRATION DATE

4/13/2025

## PROJECT DESCRIPTION

LLA Layton Add On - Verkada

## PROJECT MANAGER

Shrock, Steven M  
steven.shrock@etscorp.com

## DESCRIPTION

## QTY

## UNIT PRICE

## EXT PRICE

LLA Layton Add On - Verkada Door Labor and Material

1

35,590.00

35,590.00

- (Qty. 9) Door Access Cable
- (Qty. 1) AC62 16 Door Controller
- (Qty. 10) AD34 Multi-format Card Reader
- (Qty. 10) Door Hardware
- (Qty. 1) 18AH Backup Battery
- (Qty. 10) 10-Year Door License
- Installation Labor

LLA Layton Add On - Verkada Indoor Cameras - Video

1

96,710.00

96,710.00

- (Qty. 2) Verkada TD33 Mullion Video Intercom Reader
- (Qty. 2) Intercom License 10 Year
- Installation Labor
- (Qty. 14) CM42 Mini Dome Camera, 256GB, 30 Days Max
- (Qty. 14) CF83-E Fisheye Camera, 512GB, 30 Days Max
- (Qty. 4) CD63 Indoor Dome Camera, 1TB, 30 Days Max
- (Qty. 32) 10-Year Camera License
- Installation Labor
- (Qty. 2) Viewing Stations
- (Qty. 2) Viewing Station License 10 Year
- (Qty. 2) Cat 6 Cable
- Installation Labor

LLA Layton Add On - Verkada Outdoor Cameras - Exterior

1

24,850.00

24,850.00

- (Qty. 2) CB52-E Outdoor Bullet Camera, 256GB, 30 Days Max
- (Qty. 2) CD63 Outdoor Dome Camera, 1TB, 30 Days Max
- (Qty. 1) Outdoor Multisensor Camera, 1TB, 30 Days Max
- (Qty. 2) Outdoor PTZ Camera, 512TB, 30 Days Max
- (Qty. 1) 10-Year CH52 Multisensor Camera License
- (Qty. 7) 10-Year Camera License
- (Qty. 3) Corner Mount ACC-MNT-CORNER-1
- (Qty. 3) Arm Mount ACC-MNT-2
- (Qty. 3) Pendant Cap ACC-MNT-8
- (Qty. 3) POE Injectors
- (Qty. 2) Square Junction Box Mount ACC-MNT-11

## TERMS AND CONDITIONS

For equipment purchases, payment is due prior to work being completed. Project invoices will be Due Upon Receipt. Invoices not paid within terms will be subject to an interest charge of 18% per annum. If collection is required, the undersigned agrees to pay collection costs and reasonable attorney fees. Standard manufacturer's warranty applies to equipment unless otherwise stated. Sign and date below to accept this quote.

## SUBTOTAL

157,150.00

## SALES TAX

0.00

## QUOTE TOTAL

157,150.00

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

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