

**Early Light Academy  
Electronic Board of Directors Meeting Minutes  
Thursday, October 16, 2025**

**Zoom Link:** <https://us02web.zoom.us/j/88415917544?from=addon>

**Meeting ID:** 884 1591 7544

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



**In Attendance:** Jenn Lund, Brett Crockett, Candice Mitchell, Ann Khong, Ashley Leishman, Penny Ramirez,

**Others in Attendance:** Heidi Bauerle, Erin Winterton, Dawn Kawaguchi,

**SCHOOL MISSION:** *THE MISSION OF THE EARLY LIGHT ACADEMY IS TO DELIVER A HIGH-QUALITY EDUCATION WITH A DEEP, RICH AND ENGAGING CURRICULUM UTILIZING EFFECTIVE INSTRUCTIONAL TECHNIQUES AND EMPHASIZING HISTORY, TAKING OUR STUDENTS FROM THE STONE AGE TO THE SPACE AGE, THE INFORMATION AGE AND BEYOND.*

**SCHOOL VISION:** *UNDERSTANDING HISTORY SHEDS LIGHT ON OUR FUTURE. OUR ACTIONS TODAY WILL IMPACT OUR TOMORROW.*

## **MINUTES**

### **8:36 AM – INTRODUCTORY ITEMS**

- Welcome & Roll Call – Jenn Lund

There was no PUBLIC COMMENT.

### **CONSENT ITEMS**

- September 17, 2025 Board Meeting Minutes – There was no further discussion. **Jenn Lund made a motion to approve the consent items. Brett Crockett seconded the motion. The roll call votes were as follows:**
  - Jenn Lund – Aye**
  - Brett Crockett – Aye**
  - Candice Mitchell – Aye**
  - Ann Khong – Aye**
  - Ashley Leishman – Aye**
  - Penny Rameriz – Aye****Motion passed unanimously.**

### **VOTING ITEMS**

- Award RFP for Landscaping & Snow Removal – Dawn Kawaguchi reported that Landscape Solutions is the newly contracted provider currently handling landscaping services. Jenn added that Director Schmidt has expressed satisfaction with their work. Prior to this change, Brightview had been the vendor responsible for both snow removal and landscaping. She explained that forecasting snow removal needs is inherently challenging due to the unpredictability of snowfall, and that vendors typically charge for a minimum of one snow removal service regardless of actual snowfall. Landscape Solutions offered

more competitive pricing for both snow removal and landscaping services. The agreement will span a three-year term.

- Amended Bullying & Hazing Policy – Heidi Bauerle provided a review of the revised Bullying & Hazing Policy, noting that the updates were prompted by recent legislative changes to HB 223. The primary revision involves distinguishing between the definitions of student bullying and staff bullying. Additional updates include a revised definition of civil rights violations and the incorporation of language promoting safe digital citizenship. **Jenn Lund made a motion to approve the following items.**

- ✓ Award the RFP for the School's landscaping and snow removal services provider to Landscape Solutions and authorize the director to negotiate and execute an agreement with Landscape Solutions for these services; and
- ✓ Approve the Amended Bullying & Hazing Policy.

**Ann Khong seconded the motion. The roll call votes were as follows:**

**Jenn Lund – Aye  
Brett Crockett – Aye  
Candice Mitchell – Aye  
Ann Khong – Aye  
Ashley Leishman – Aye  
Penny Rameriz – Aye**

**Motion passed unanimously.**

#### **OTHER BUSINESS ITEMS**

- Calendaring – Jenn Lund
  - ✓ Next PreBoard Meeting – November 5<sup>th</sup> @ 10:30 a.m.
  - ✓ Next Board Meeting – November 19<sup>th</sup>
  - ✓ NCSC26 New Orleans, LA June 24-26 (Wed-Fri)

**8:45 AM – Jenn Lund made a motion to ADJOURN. Brett Crockett seconded the motion. The roll call votes were as follows:**

**Jenn Lund – Aye  
Brett Crockett – Aye  
Candice Mitchell – Aye  
Ann Khong – Aye  
Ashley Leishman – Aye  
Penny Rameriz – Aye**

**Motion passed unanimously.**