



**The Center for Creativity, Innovation, and Discovery  
Board DRAFT Meeting Minutes**

**February 26, 2026**

**Public Session from 6:00 - 8:00 PM (MDT)**

**Location: 170 W. Spring Creek Pkwy, Providence, UT 84332**

**Members of the public may attend in person or view the meeting live at:**

**1. Opening Business: Barbara Lundberg, Board Chair**

1.1. Call to Order at 6:06 PM by Barbara Lundberg

1.2. Roll Call

- Kira Robinson, Barbara Lundberg, Julie Lamara (board members) present. Kyle was present via Zoom and arrived at 8:08 PM.
- Mickie Balls (Board Recorder)
- Melia Balls (Executive Director)
- Bill Graham (Dean of Students)

**2. Consent Agenda: Board of Directors**

2.1. Approval of minutes from from January 22, 2026 board meeting

- Kira Robinson moved to approve the minutes from the February 22 meeting. Julie Lamara seconded the motion and motion carried unanimously.

2.2. Acknowledgement of receipt of Executive Report

- Barbara acknowledged the receipt of the Executive Report

**3. Public Comment: Members of the Public.** The public is welcome to send written comments to [barbara.lundberg@ccidschool.org](mailto:barbara.lundberg@ccidschool.org).

- Shelley Billings shared a public comment regarding the salaries at the school and issued the board members some documents to consider. She expressed concerns about the compensation of employees and the ability to be competitive with surrounding schools. She also expressed to the board that returning employees should be rewarded in their compensation.

**4. Achieving the School's Mission and Vision, Julie Lamarra, Board Member**

- No comment was given

## **5. PTO Flight Crew Report**

- Tammy sent a report to the board detailing PTO Flight Crew's efforts:
- how the PTO Flight Crew is transitioning to a project based model to keep parents energized in their roles.
- Teacher grant information was sent out and the grants will be used to sponsor fieldwork opportunities.
- Tammy's report detailed events the PTO Flight Crew has recently sponsored.
- The PTO Flight Crew is implementing a living newsletter via a QR to keep families informed, a text communication campaign, and school messenger app support.
- PTO Flight Crew is beginning a new initiative called "Read & Feed". Volunteers can read with students in K-3 during RTI time. For every 30 minutes volunteered, 1 meal voucher will be applied to a student's lunch account. The vouchers are sponsored by PTO Flight Crew donors
- PTO Flight Crew will be doing penny wars, but the event may be changed to nickel wars with the current penny shortage
- PTO Flight Crew will also be sponsoring One School, One Book. Students will be reading the first book of the Janitors series.
- Tammy listed upcoming PTO Flight Crew events for April

## **6. Finance Committee Report, Nate Adams, Business Manager, Kyle Glass, Treasurer**

- a. FY 26 Monthly Financial Report
- b. Update on Annual Account Balances
  - The lunch budget lines are around 50% which is where we want it to be
  - Nate and Melia reconciled the budget line by line through all but the 700 and 800 line items
  - The Maintenance & Grounds budget line was increased to cover the compensation of an employee who has been working more hours than originally budgeted.
  - The red line items all have an explanation and Nate feels comfortable with their current state.
  - The bottom line is looking good and we do have some wiggle room currently in the budget.
  - Melia and Nate will be looking at a possible stipend for teachers to balance out a stipend from the state for support staff.

## **7. LAND Trust Plan, 2026-27 School Year, Second Consideration, Board of Directors**

- Julie moved to approve the LAND Trust Plan for the 2026-2027 School year. Kira seconded the motion, and the motion carried unanimously.

## **8. Discussion of Role of Members of the Board of Directors, Barbara Lundberg, Board Chair**

- Barbara listed the roles of the board members and the current board committees/chairs.
- Barbara shared that the board will need to identify a Board Recruitment Committee chair and a Facilities Committee chair.
- Board elections will take place at the next meeting and the board will elect a Vice Chair

## **9. Human Sexuality Curriculum Review and Human Sexuality Committee Requirements, Bill Graham, Dean of Students, Board of Directors**

- Every year the state requires us to approve the Human Sexuality Curriculum.
- CCID has adopted the same curriculum that Cache County uses.
- Jamie Douglass will be teaching the course this year.
- Barbara asked if the curriculum will include contraception. Melia and Bill explained that we are not allowed to discuss contraception and could incur fines or other penalties from the state of Utah if it is discussed.
- Bill gave the board a preview of the curriculum
- Kira moved to approve the Human Sexuality Curriculum reviewed by the Human Sexuality Committee. Julie seconded the motion and the motion carried unanimously.

## **10. Early Warning System Requirements Update, Melia Balls, Board of Directors**

- Melia explained that she is required to notify the board of the Early Warning System Requirements, but there is no vote needed.
- At CCID, any teacher, parent, or staff member can complete a

students of concern form and check the box for academic concerns. The MTTTS committee meets every Wednesday morning at 9:00 PM. The MTTTS team collects data on interventions that have been implemented. Through that data the MTSS team can either move forward with providing a student with a 504, IEP, or declining further services.

## **11. Executive Report and Enrollment Report, Melia Balls Executive Director**

- Melia shared the details of her report including progress from the marketing committee, enrollment numbers, the radio contact with the astronauts, participation in the Best of Northern Utah contest, and FOX Cool School of the week filming segments for FOX13.
- Melia explained the Human Sexuality Committee guidelines. Due to the state rules we may need to add our social worker and another parent to the committee for next year's approval. The committee is in compliance for this year.

## **12. 2026-2027 School Calendar discussion and vote**

- Melia shared the proposed calendar and discussed the details with the board. Julie moved to approve the calendar and Kira seconded the motion. The motion carried unanimously.

## **13. Administrative Guidelines, Melia Balls, Executive Director 12.1.**

Acceptable Use of Video Material in the Educational Setting 12.2.

Bloodborne Pathogens and Infectious Materials Guidelines 12.3. Infants and Breastfeeding in the Workplace (Employee Handbook)

## **14. Policy Review, Board of Directors**

Melia detailed all the revisions to current policies and explained the new policy before the vote.

14.1. Admissions and Enrollment Policy (Revised)

14.2. Bullying, Cyberbullying, and Harassment Policy (Revised)

14.3. Emergency Safety Interventions Policy (Revised)

14.4. Meal Charges and Negative Lunch Balances Policy

(New)

14.5. Parent Notification Policy (Revised)

14.6. Student Acceleration and Retention Policy (Revised)

14.7. Suicide Prevention Policy (Revised)

14.8. Test Administration and Testing Ethics Policy (Revised)

- The Background Check policy was not listed on the agenda, so it will come to the board for a vote next month.
- Julie moved to approve the revised policies (Admissions and Enrollment Policy, Bullying, Cyberbullying, and Harassment Policy, Emergency Safety Interventions Policy, Parent Notification Policy, Student Acceleration and Retention Policy, Suicide Prevention Policy, and Test Administration and Testing Ethics Policy) as well as the new Meal Charges and Negative Lunch Balances Policy. Kira seconded the motion, and the motion carried unanimously.

#### **15. Board Training, CIPA and FERPA, Melia Balls, Executive Director**

- The board viewed the training videos regarding CIPA and FERPA.

#### **16. Executive Session: Closed in accordance with the Utah Open and Public Meetings Act, Board of Directors**

- Barbara moved to enter closed session in accordance with the Utah Open and Public Meetings Act and invite Melia Balls, Bill Graham, and Mickie Balls.
  - Barbara Lundberg (aye)
  - Julie Lamara (aye)
  - Kira Robinson (aye)

#### **17. Housekeeping and Adjournment: Barabara Lundberg, Board Chair**

- The board came out of closed session at 8:14 PM and Barbara made an indisputable motion to adjourn the meeting.