



**The Center for Creativity, Innovation, and Discovery
Special Board Meeting Agenda**

October 2, 2026

Public Session from 9:00 - 10:00 AM (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 9:01 AM

1.2. Roll Call

- Barbara Lundberg and John Sismandi (board members present on CCID campus)
- Melia Balls (Executive Director present on campus)
- Kira Robinson, Jacob Boyce, Kyle Glass, Julie Lamarra (board members present on zoom)
- Cindy Phillips (Educational Consultant present on zoom)

2. Public Comment, Members of the Public. The public is welcome to send written comments to barbara.lundberg@ccidschool.org.

- No members of the public were present and no public comment was given.

3. Discussion of 2026 Board meeting schedule

- This board meeting does fulfill one of the required number of board meetings for the year. Barbara proposed that we could possibly use this meeting as the October meeting. The board discussed The board felt that as long as there is nothing pertaining to vote on, that it would be reasonable to pass on the regularly scheduled October meeting. Cindy stated that there are not any super time sensitive policies to vote on in October. Kyle moved to forego the regularly scheduled October meeting in place of this meeting. John seconded the motion and the motion carried unanimously.
- Barbara will send out a notice of the change to the meeting schedule to the CCID community as per Cindy's advice.

4. Discussion of Director Evaluation method

- Barbara shared that she feels the process they have gone through has been lengthy and required a lot of workload on the board. Barbara asked Cindy to advise the board on how other schools conduct their evaluations.
- Cindy commended the board for their efforts in evaluating the Executive Director.
- Cindy shared that the best evaluations come from having ongoing systems in place (climate & culture surveys, focus groups, etc.) and a pacing for these things (mid year and then mid spring). Barbara asks who conducts these things and Cindy explained that the administration conducts the survey in collaboration with the school board.
- Cindy explained that an evaluation for a top school leader, administrative team, and the board should be a 360 degree view of all stake holders, and should be focused on school climate, communication & trust, retention & morale, instructional support, safety & discipline, and collaborative decision making.

- Cindy shared that data gathering questions should align with school goals, student achievement targets, leadership standards rather than a focus on personality traits or style. Evaluation instruments should be adopted a full year in advance (focus groups, surveys, evaluations). The board should meet with the evaluated leader to discuss highlights and create an improvement plan if necessary aligned to school goals.
- Cindy suggested creating a committee to do the leg work of the evaluation and then bring a report to the board as an agenda item to cut down on the amount of board meeting time spent on evaluating the executive director.
- Barbara highlighted the amount of work and effort that Julie has put into this process. Kira added that as we work out the kinks it will be less time consuming and cumbersome. Julie wants it on the record that she takes zero offense to the critique to the evaluative instruments.

5. Executive Session, Closed in accordance with the Utah Open and Public Meetings Act, Board of Directors

- Barbara moved to enter closed session at 9:28 AM at and John Sismandi seconded the motion.
 - Aye: Barbara Lundberg, John Sismandi, Kyle Glass, Jacob Boyce, Kira Robinson, Julie Lamarra

6. Housekeeping and Adjournment, Barabara Lundberg, Board Chair

- The board exited closed session at 10:00AM with no votes or resolutions coming out of the session.
- Barbara made an indisputable motion to adjourn the meeting.