

Leadership Learning Academy Board of Directors Meeting Minutes Monday, October 19, 2026



Location: Lagoon Park, 375 North Lagoon Dr, Farmington, UT 84025

In Attendance: Terry Capener, David Gray, Jimmy Sunlight, Chuma Uzoh, Deb Hansen,

Others in Attendance: Kyle Vander Does, Kirk Blake, Jon McQueary, Dawn Kawaguchi, Richard Squire,

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

2026-2027 Strategic School Plan

Teacher, Leader & Staff Development

Fiscal Responsibility

Student Growth & Maintain Literacy Proficiency

5:39 PM – INTRODUCTORY ITEMS

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

There was no PUBLIC COMMENT.

REPORTS

➤ Administration

- State of the School – Richard Squire provided an update on school activities, noting that the fall carnival was successful despite weather challenges, and parent conferences went well with good attendance. The school implemented Individualized Recovery Plans (IRPs) for kindergarten through third grade, which was well-received by parents. Enrollment is currently at 814 students total (489 at Layton Campus and 325 at Ogden Campus), which is down compared to previous years, though this trend is affecting charter schools state-wide. He mentioned ongoing enrollment marketing efforts through Strategica and plans to reach out to nearby apartments for registration information. Richard discussed the need to

comply with safety laws regarding window glazing. He plans to wait for the state to approve recommended companies before obtaining bids and exploring cost-effective options, such as potentially framing and sheet rocking some interior windows. Richard also mentioned the possibility of staging the work in phases to manage costs and minimize impact on the PTIF. Richard discussed academic performance improvements, noting progress in science scores and goals to achieve 85% grade-level students in kindergarten. He mentioned hiring additional staff to support special education students with behavior issues and working with Platt on proper student placement.

- ✓ Amended Religion & Education Administrative Procedures – Richard reviewed the amended Religion & Education Administrative Procedures regarding religious beliefs, ensuring they comply with Senate Bill 260 to prevent punishment for religious practices.

➤ **Board of Directors**

- Financial Update – Jimmy Sunlight presented the financials as of September 30, 2026, reporting that the School is at 25% of the fiscal year completion with total revenues at 26.1%. He noted that federal revenue is expected to be low due to pending applications, while salaries and benefits are at 14% of budget as teacher agreements started later than usual. Jimmy also discussed that supplies and materials are ahead of budget due to food service and software purchases. Richard mentioned that April (Ogden campus) is working with Kathy at Layton campus to optimize pricing for items like buns to reduce costs. Jimmy reported that the School's total expenses were at 16.2% compared to the budget, with revenues exceeding expenditures by 10%, putting the school in good financial shape. He noted that software purchases would slow down significantly for the remainder of the year, and the school had strong cash reserves with \$2.2 million in the main PTIF fund and an additional \$547,000 in the facilities PTIF.

➤ **Academica West**

- Review Long Term Building Care – Kirk Blake presented a new report created from LLA data that shows work tickets at a glance, highlighting Kyle's efforts in managing and closing tickets efficiently. He discussed HVAC issues in the buildings, noting that most repairs are minor, with the need for major updates only when gas inside the RTU needs replacement. Kirk also reviewed the long-term building evaluation report, which tracks completed projects and ongoing maintenance, and mentioned plans to update the board meeting report next year with a new system showing month-to-month activities. Kirk discussed two main topics: energy efficiency improvements and storm water management issues. For energy efficiency, he proposed implementing Wi-Fi enabled thermostats that Richard and Kyle could access to regulate temperature and manage peak demand periods, particularly in August when teachers return. Regarding storm water issues at the Ogden campus, Kirk explained that debris from a neighboring property's storm drain system is causing problems and costing approximately \$6,400 annually in cleanup costs, and Brandon is working with Ogden City to address this situation. Kirk discussed upcoming facility maintenance needs, including carpet replacement at Ogden and roof replacement at Layton, both scheduled for 2033-2034. He emphasized the importance of strategic planning due to multiple major expenses

coming due simultaneously and suggested increasing the current \$50,000 annual PTIF contributions to build a larger reserve fund. Kirk noted that the School's existing reserve account is well-managed and Chuma recommended projecting future replacement costs to ensure adequate funding without having to choose between different maintenance priorities. Kirk clarified that the 434 maintenance requests in the services report included both actual problems (like roof leaks) and general requests (such as assembling computer parts), confirming they were comprehensive requests to the system.

CONSENT ITEMS

- August 31, 2026 Board Meeting Minutes – There was no further discussion.
- Ratify Amended 2026-2027 School Calendar (PTC Days) – There was no further discussion. **Deb Hansen made a motion to approve the consent items. Chuma Uzoh seconded the motion. The votes were as follows:**

Terry Capener – Aye
David Gray – Aye
Jimmy Sunlight – Aye
Deb Hansen – Aye
Chuma Uzoh – Aye

Motion passed unanimously.

VOTING ITEMS

- Title I School-Parent Compact [Ogden Campus] – Richard Squire reviewed the Title I School-Parent Compact for the Ogden Campus which this change is making it specific to Ogden rather than both schools, as Ogden is the only Title I school.
- Amend Attendance Policy (Procedures) – Richard Squire reviewed the amended Attendance Policy and Administrative Procedures which requires monitoring student attendance and reviewing intervention effectiveness.
- Amend Enrollment & Lottery Policy – Richard Squire reviewed the amended Enrollment & Lottery Policy which allows the School denial of student admission based on prior disciplinary issues and misconduct.
- Amend Fee Waiver Policy – Richard Squire reviewed the amended Fee Waiver Policy which HB 142 permits students to receive fee waivers for no more than two school-sponsored trips per school year.
- Amend Weapons on School Property Policy – Richard Squire reviewed the Weapons on School Property Policy which prohibits firearms on school property except under specific authorized circumstances.
- Amend Capitalization & Expense Policy – Dawn Kawaguchi reviewed the amended Capitalization & Expense Policy which notes that the capitalization threshold for expenses would be increased from \$5,000 to \$10,000.
- Amend Financial Reporting Policy – Dawn Kawaguchi reviewed the amended Financial Reporting Policy which has been revised to also require compliance with GAGAS.
- Amend Financial, Debt, and Risk Management Plan – Dawn Kawaguchi reviewed the amended Financial, Debt and Risk Management Plan which updates from FASB to GASB.
- Amend Procurement Policy – Dawn Kawaguchi reviewed the amended Procurement Policy which highlighted updates to vendor limits regarding quotes, projects and services.

- Amend Student Conduct & Discipline Policy – Dawn Kawaguchi reviewed the amended Student Conduct & Discipline Policy which addresses compliance requirements for seclusion rooms, including questions about glass installation specifications.

Jimmy Sunlight made a motion to approve the following items:

- **Approve the Title I School-Parent Compact Ogden Campus and rescind the Parent Compact;**
- **Approve the Amended Attendance Policy;**
- **Approve the Amended Enrollment & Lottery Policy;**
- **Approve the Amended Fee Waiver Policy;**
- **Approve the Amended Weapons on School Property Policy;**
- **Approve the Amended Capitalization and Expense Policy;**
- **Approve the Amended Financial Reporting Policy;**
- **Approve the Amended Financial, Debt & Risk Management Plan;**
- **Approve the Amended Procurement Policy; and**
- **Approve the Amended Student Conduct & Discipline Policy.**

David Gray seconded the motion. The votes were as follows:

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

Motion passed unanimously.

OTHER BUSINESS ITEMS

- Calendaring Items – ALL

- **Holiday Social on November 2nd @ Crush Golf.** Because of the time change the board would like to start at 4 p.m. if possible for the daylight.
- **Next Pre-Board Meeting on November 16th @ 5:30 p.m. on Zoom.** We may need to change the time since Jimmy and Terry will be in Orlando.
- **Next Board Meeting on December 7th @ Ogden Campus @ 5:30 p.m. was moved to December 8th**
- **NCSC27 June 28-30 in Columbus, OH**

There was no CLOSED SESSION.

6:45 PM – David Gray made a motion to ADJOURN. Deb Hasen seconded the motion. The votes were as follows:

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

Motion passed unanimously.