

Leadership Learning Academy

Board Meeting Minutes

Tuesday, May 18, 2021



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

In Attendance: Terry Capener, Jimmy Sunlight, David Gray, Deb Hefner (via Teams 4:33 p.m.), Chuma Uzoh (5:56 p.m.)

Others in Attendance: Stacey Phillips, Cole Arnold, Kim Dohrer, Dawn Kawaguchi, Robin Fluckiger (5:04 p.m.), Jared Buckley (5:04 p.m.), Heidi Bauerle (5:04 p.m.)

MISSION: The mission of *Leadership Learning Academy* is to provide the unique, innovative teaching model of Project CHILD to help achieve a high degree of academic success while developing problem solving skills, independent learners, and future leaders in all our students.

VISION: *Leadership Learning Academy* will use the innovative and unique model of Project CHILD to challenge our students to be confident and independent learners. Our students will learn to inspire others, achieve high academic success, and become personally accountable for themselves and their education; thus helping to lead our future.

Minutes

2020-2021 Board Priorities

Literacy Goals (*Umbrella Goals*)

School Wide Reading Plan

(*DEAR – “Drop Everything and Read”*)

Increase Attendance Across the LEA (93%)

Teacher Retention – 90% of eligible employees

4:29 PM – CALL TO ORDER

- Welcome by Terry Capener
- Board Mission – Jimmy
- School Mission – David
- School Vision – Terry

There was no PUBLIC COMMENT.

4:31 PM – Jimmy Sunlight made a motion to enter into 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 the AW conference room. David Gray seconded the motion. The roll call votes were as follows:

Terry Capener – Aye

Jimmy Sunlight – Aye

David Gray – Aye

Motion passed unanimously.

4:58 PM – David Gray made a motion to exit CLOSED SESSION. Jimmy Sunlight seconded the motion. The votes were as follows:

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

Motion passed unanimously.

Terry Capener moved the Board of Directors Report because Chuma Uzoh was not present at this time to review and he also made some other adjustments to the agenda due to dinner not being delayed.

CONSENT ITEMS

- March 15, 2021 Board Meeting Minutes – There was no further discussion.
- March 15, 2021 Closed Session Affidavit – There was no further discussion.
- Amended 2021-2022 School Calendars – 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
Jimmy Sunlight – Aye
David Gray – Aye
Deb Hansen – Aye**

Motion passed unanimously.

BUSINESS ITEMS (To Be Voted On)

- 2021-2022 TSSA Plan – Heidi Bauerle stated that this plan is the same plan that was approved last year due to the COVID year. These goals are based around our literacy goals. The goal is that our 3rd grade students at LLA will maintain their Acadience reading composite score at the BOY to EOY. **David Gray made a motion to approve the 2021-2022 Teacher and Student Success Act (TSSA) Plans for both the Layton and Ogden campuses. Deb Hansen seconded the motion. The votes were as follows:**

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

Motion passed unanimously.

- TSI Plan for School Improvement – Heidi Bauerle reminded the board what TSI means. We have been on TSI since last year but due to a targeted group underperforming according to the state. The group of students that are underperforming is our ELL students at the Layton Campus. This plan is the same as the current year since we didn't have a full school year. **Deb Hansen made a motion to approve the Targeted Support and Improvement Plan (TSI) for 2021-2022. Jimmy Sunlight seconded the motion. The votes were as follows:**

Terry Capener – Aye

Jimmy Sunlight – Aye
David Gray – Aye
Deb Hansen – Aye

Motion passed unanimously.

- *Technology Purchase* – Heidi Bauerle stated that next year we will be going one to one in our 6th grade to help them as the transition to jr. high and also our new CKLA curriculum is intended for one-to-one devices. The other purchases are keeping in line with our technology replacement plan. Each cluster will be getting their own cart. K-2 clusters will be receiving iPad carts. Grades 3-5 clusters will be receiving Chromebook carts at each campus. We will be spreading the purchases out so that we won't need to replace them at the same time but we will be using our ESSR funds. **Jimmy Sunlight made a motion to approve the technology purchase not to exceed \$200,000. David Gray seconded the motion. The votes were as follows:**

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

Motion passed unanimously.

- *Language Arts Curriculum Subscription Renewal & Materials* – Heidi Bauerle reviewed the CKLA/ELA Language Arts Curriculum subscription renewal and materials (workbooks – consumables) for both campuses. This purchase will be an annual purchase K-5. However, the ELA (6th grade) subscription renewal, training and materials will be for 8 years. Heidi did mention that the Ogden campus is slightly higher than Layton due to the third kindergarten class at Ogden. **David Gray made a motion to approve the Amplify CKLA/ELA purchase not to exceed \$75,000. Deb Hansen seconded the motion. The votes were as follows:**

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

Motion passed unanimously.

STRATEGIC BOARD TRAINING

- *Heidi's Report*
- **Reading Data** – Heidi reviewed the Acadience data for both campuses. The state doesn't recognize kindergarten scores but we as a school look at the data. Our literacy goal is to maintain BOY to EOY proficiency. We are making huge growth from BOY to EOY and we believe it is because of the new CKLA curriculum. The state looks at 1-3 data but concentrates on 3rd grade. We as a school looks at all grades.
 - Our counselor has been very busy this year. She has met with a large number of our students with an average of 5-8 lessons each. She has also done Tier 2 and 3 counseling services.
 - We have done 28 home visits this year most of them are in Ogden.
 - Jared and Robin shared a year of highlights from each campus respectively.

- WE are excited about our CKLA ELL curriculum which is going to really help our ELL students. Even though our biggest population of ELL students are in Ogden, it's our Layton students that just aren't making the goals.
- Essential Elements of Project CHILD / Exhibit A – Heidi stated that in Exhibit A, we put a disclaimer in there saying that we didn't know what would happen with Project CHILD, but we promised to use the attributes of the 2018-2019 school year of Project CHILD. Since Project CHILD was discontinued, Heidi wanted the board to know what those essential elements are that the school has continued to use. Our committee did a thorough job of surveying teachers to find out what elements we wanted to continue. They are the following:
 - Stations/Centers
 - Looping (1 grade per cluster)
 - Subject Specialists
 - Planners/Checklists (This is what Project CHILD called passports)

There was a discussion on changing the mission and vision since it does include Project CHILD. All Project CHILD information on the website has been removed. Heidi stated that they are also looking at improving our leadership development model. She will bring mission and vision recommendations to the board in the fall.
- Finance
 - Heidi has created a salary flow chart for teachers – this is the salary schedule. Will be truing up all teachers' salary to match this flow chart.
 - 401(k) & Match – Would like to offer a 401(k) match to our employees
 - Enrollment Goals
 - ✓ Layton 550
 - ✓ Ogden 400+
- Recommended Goals for 2021-2022
 - Explore Teacher Retention Ideas
 - ✓ Salary flow chart for teachers
 - ✓ 401(k) match
 - Continue Reading Goals
 - ✓ Continue growth and maintain proficiency
 - Bonding the 2 Campuses – Unify
 - Establish goals for PTIF accounts
- 3-Year Plan – Kim split the board up to work on goals for the next three years.
 - **2022-2023 (Terry & Jimmy)**
 - ✓ Maximize 401k
 - ★ Percentage based on what we can offer
 - ★ Measure if 401k helps retention or value
 - ✓ Actively increase enrollment 10% - 15% in Ogden
 - ✓ Reading goals meet or increased from 2021-2022
 - ✓ Be able to measure stuff
 - **2023-2024 (David & Chuma)**
 - ✓ Continuation of culture campus to campus connections
 - ✓ Increase a % 401k match
 - ✓ Focus on long term retention
 - ✓ Literacy of Reading/Math 10% increase from 2022-2023

- ✓ Long term tech budget for 1 to 1 with electronic devices
- ✓ Adequate reserve funding (operation, PTIF, building, etc.)
- **2024-2025 (Deb)**
 - ✓ Deb will be home from Australia (*Release date is July 14, 2021*)
 - ✓ One School – Goal every year keep being more unified
 - ✓ Be in top 6 of elementary in Ogden (Ogden Campus)
 - ✓ Increase community partnerships & keep sustainable

6:37 PM – Jimmy Sunlight to take a BREAK. David Gray seconded the motion. The votes were as follows:

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

Motion passed unanimously.

6:55 PM – David Gray made a motion to RECONVEN the meeting. Jimmy Sunlight seconded the motion. The votes were as follows:

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

Motion passed unanimously.

STRATEGIC BOARD TRAINING (Continued)

➤ Next Steps

- Kim asked for comments on looking ahead.
- The board and administration looked at the recommended goals for final agreement.

2021-2022 Board Priorities

Explore Teacher Retention Concepts
 Continue Growth & Maintain Literacy Proficiency
 Schoolwide Unity Across Campuses

- Establish goals for PTIF accounts – Hand off to finance committee to bring recommendations to winter retreat

Jimmy Sunlight was excused at 7:10 p.m. Deb Hansen was excused at 7:15 p.m.

➤ Training Activity – Each board member and administration rolled a dice that had Who, Where, Why, How, What and When and they were asked a question connected to restricted and unrestricted funding.

- What funding source is used for the program Targeted Assist?
- How much do board members get paid for serving on LLA's school board?

- Why does LLA offer a Special Education program?
- What funding source is used for buying curriculum materials?
- How can the WPU (weighted pupil unit) be used?
- How can Special Education funds be used?
- What is the school mascot and why was it chosen?
- Why are restricted funds important to mission and vision of the school?
- Where would you hide documents from the state?
- Why does the board liaison post minutes?
- When might a board ask about cash flow?
- When does the school's fiscal year end?
- What one person even if they do Special Education work cannot be paid out of Special Education funds?
- What does the reference "special sauce" mean?
- Who was on the founding board that is still on the board today?

REPORTS

➤ **Board of Directors**

- Review Board Calendar – Chuma Uzoh reviewed the board calendar. Updates were given and changes were made to the calendar.
- Review Action Items – Chuma Uzoh reviewed the board calendar. Updates were given and changes were made.

OTHER BUSINESS ITEMS

➤ **Calendar Items – Chuma Uzoh**

- Next Pre-Board Meeting – May 24th @ AW
- Annual Board Meeting – June 14th @ AW
- Next Board Meeting – August 16th

7:38 PM – David Gray made a motion to ADJOURN. Chuma Uzoh seconded the motion.

The votes were as follows:

Chuma Uzoh – Aye

Terry Capener – Aye

David Gray – Aye

Motion passed unanimously.