



LEADERSHIP  
LEARNING  
ACADEMY

# Board Meeting Packet

## BOARD MISSION STATEMENT

*It is the mission of the Board to make the academic growth and achievement of students the focus of Leadership Learning Academy. This is accomplished through modeling the school Charter of principled and inspired leadership. The Board will govern not manage. It will act in a manner that maintains financial stability. It will speak and act with a unified voice.*

**January 19, 2022**

# Leadership Learning Academy Electronic Board Meeting Agenda Wednesday, January 19, 2022



**Anchor Location:** Layton Campus, 100 W 2675 N, Layton, UT 84041

**Zoom Link:** <https://us02web.zoom.us/j/85483335117?from=addon>

**Meeting ID:** 854 8333 5117

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

**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.

## Agenda

### 2021-2022 Board Priorities

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

### 5:00 PM – CALL TO ORDER

- Welcome by Chuma Uzoh

### CONSENT ITEMS

- [January 10, 2022 Board Meeting Minutes](#)

### BUSINESS ITEMS (To Be Voted On)

- [Temporarily Suspend In-Person Learning](#) – Heidi Bauerle

### OTHER BUSINESS ITEMS

- Calendaring Items – Chuma Uzoh
  - Next Pre-Board Meeting – March 7<sup>th</sup>
  - Next Board Meeting – March 21<sup>st</sup>
  - NCSC22 Washington DC June 19-22

### ADJOURN

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# Leadership Learning Academy Board Meeting Minutes Monday, January 10, 2022



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

**In Attendance:** Terry Capener, Deb Hansen, Jimmy Sunlight, David Gray, Chuma Uzoh (via Zoom)

**Others in Attendance:** Heidi Bauerle, Jared Buckley, Dawn Kawaguchi, Brandon Fairbanks, Dawn Benke (via Zoom), Brandon Krause, Brad Taylor (5:15 p.m.), Kim Dohrer (5:19 p.m.)

**MISSION:** The mission of **Leadership Learning Academy** is to provide a unique, innovative teaching model to help students 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** uses an innovative and unique model 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

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### 2021-2022 Board Priorities

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

### 5:10 PM – CALL TO ORDER

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

**PUBLIC COMMENT.** This was the second public comment period for the 2022-2023 Layton School Fee Schedule and the Fee Waiver Policy.

### REPORTS

#### ➤ Board of Directors

- Finance Review – Jimmy Sunlight met with Dawn Benke to review the financials. This report only goes to November 30<sup>th</sup>. Jimmy asked Dawn B. to report the details of the finances. Dawn B. reported that the December financials will close today. She reviewed the financials as of November 30<sup>th</sup>. She reviewed the Statement of

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Activities including the federal sources that does not include a large amount of federal funding that was

- Review Board Calendar – Terry Capener reviewed the board calendar and updates were given.
- Review Action Items – Terry Capener reviewed the action items and updates were given and changes were made.

## CONSENT ITEMS

- December 8, 2021 Board Meeting Minutes – There was no further discussion. **Deb Hansen made a motion to approve the consent items. 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.**

## VOTING ITEMS

- 2022-2023 School Fee Schedule for Layton Campus – Heidi Bauerle reminded the board that elementary students are not required to pay school fees, but we do offer an augmented all-day kindergarten with a small monthly fee to supplement the second half of the day at the Layton campus. The Ogden campus has Title I and other grant funds to supplement a whole day without a fee. **Jimmy Sunlight made a motion to approve the 2022-2023 School Fee Schedule for the Layton Campus. 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.**

- Re-Approved Fee Waiver Policy – Kim Dohrer stated that there are no changes to the policy. It must reviewed and re-approved every time you approve the fee schedule. **David Gray made a motion to re-approve the Fee Waiver Policy. Chuma Uzoh 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.**

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## **BOARD RETREAT TRAINING**

- *Enrollment Goals* – Heidi reviewed the enrollment goals for next year. Dawn K. went through current enrollment as of today and potential returning students. Jared reviewed the marketing strategies that he and Kara have been working on. We currently have an ad running at the Walker Theater. We are also working on the brand and image of the school. There was a discussion on how successful the Walker ad was and are there any plans to do ads in the Layton area.

**5:42 PM – Chuma Uzoh made a motion to take a BREAK. Deb Hansen 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.**

**6:19 PM – Deb Hansen made a motion to RECONVENE the meeting. 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.**

## **BOARD RETREAT TRAINING (Continued)**

- *Finance Discussion* – Heidi stated that she and Dawn B. meet monthly and she has learned so much in such a little time. They had a discussion about how to spend the PTIF. Dawn B. gave an overview of the restrictions on spending within the PTIF account. There is a Repair & Replacement (R&R) fund through the bond that is capped at \$68k. Brad went into more detail on how to maintain the school's debt covenance and options on how to spend the money with some projection planning. There was a discussion on how much should we be saving and when is it enough.
- *RFP/AW Evaluation (Survey Monkey)* – Kim stated that in the preboard meeting there was a discussion on doing an RFP for an education service provider. Kim suggested that the board complete an AW evaluation and that we had an electronic version available. Dawn K. has sent that evaluation to the board and Heidi. Dawn K. will share the results link with Chuma and they will plan on a closed session at the next board meeting to discuss the results.
- *Policy vs. Procedure Training* – Kim split the members into groups of two. The game is called "Name that 'P'". The questions were as follows:
  - What P has to always be approved by the Board?
  - Name a plan that is approved by the Board?
  - Give an example of a procedure.

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- Give an example of a plan.
- What can training be attached to?
- Why does Dawn K. make us review some policies?

Kim explained a policy must be approved by the board. Most policies are required by the legislature. You can have a policy that is specific to the school. A procedure is usually an administrative procedure. Some policies state that the administrator will establish a procedure for this. Plans are newer requirements that the state has come up with and they are typically attached to funding.

## **OTHER BUSINESS ITEMS**

- **Calendaring Items – Chuma Uzoh**
  - Next Pre-Board Meeting – March 7<sup>th</sup>
  - Next Board Meeting – March 21<sup>st</sup>
  - NCSC22 Washington DC June 19-22

**7:47 PM – Deb Hansen made a motion to move to 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) at Academica West. Jimmy Sunlight seconded the motion. The roll call votes were as follows:**

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

**Motion passed unanimously.**

**7:55 PM – Jimmy Sunlight made a motion to exit the CLOSED SESSION and ADJOURN. 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.**

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## LLA Board of Director's Meeting Wednesday, January 19, 2022

### Voting Item: *Temporary Remote Learning*

#### **Background/Summary**

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The Utah Code requires schools to offer in-person instruction for at least four days per week. Additionally, the Utah Code provides a temporary exception to this in-person instruction requirement when “the governor, the president of the Senate, the speaker of the House of Representatives, and the state superintendent of public instruction jointly concur with an LEA’s assessment that due to public health emergency circumstances, the risks related to in-person instruction temporarily outweigh the value of in-person instruction.” (Utah Code Ann. Section 53G-9-210(2)(b)).

On Jan. 13, 2022, Governor Cox, Senator Adams, Speaker Wilson, and Superintendent Dixon issued a joint letter to LEA’s throughout the state that expressed their concurring opinion that if a school meets the criteria listed below, the school can pivot temporarily to remote learning under the statutory exception listed in Utah Code Ann. Section 53G-9-210. (*This temporary suspension of in-person instruction can take place during the week of Jan. 17<sup>th</sup> or the week of Jan. 24<sup>th</sup>.*)

#### Criteria for temporarily suspending in-person instruction:

- 1- A school must reach the case threshold for a test-to-stay program (30 students within the preceding 14 days);
- 2- The governing board determines that, due to the transmission of the virus among students or educators, the risks related to in-person instruction temporarily outweigh the value of in-person instruction;
- 3- The school’s governing board approves the pivot to remote learning for the four days that would have otherwise been required to be in-person learning; and
- 4- The school’s governing board ensures sufficient measures for the school to return to in-person learning following the temporary remote learning period.

LLA’s Layton and Ogden campuses have both met the COVID-19 case threshold. In an effort to allow LLA to pivot to remote learning, school officials must first obtain board authorization for each campus to suspend in-person instruction.

#### **Recommendation**

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**SAMPLE MOTION:** After a review of the facts and circumstances surrounding the prevalence of COVID-19 at Leadership Learning Academy’s Layton and Ogden campuses, I move to temporarily suspend in-person instruction at both schools based on the following factors: **1.** Each campus has reached the case threshold for a test-to-stay program; **2.** The risks related to in-person instruction outweigh the value of in-person instruction; and **3.** Leadership Learning Academy has measures in place to return students to in-person learning.

This temporary suspension of in-person instruction at Leadership Learning Academy will begin on Thursday, January 20, 2022 and end on Friday, January 21, 2022.

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