

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

Wednesday, 5-9-18

CCID Bistro, 6:00pm-8:00pm

Board Members in Attendance

Missy Shunn-Mitchell

Bryan Morgan

Dave Anderson (excused at 8:00pm)

Jen Walker

Candice Hansen

Laura Banda, Executive Director

(Audrey Gifford, School Office Manager)

Item	Action
Welcome and Roll Call at 6:03pm by Missy Shunn-Mitchell	no
<p>Review of Minutes 4-17-18 Minutes 4-26-18 Minutes (4-23-18 Minutes not available / audio is posted)</p> <p>Bryan requests that the 4-17-18 minutes match the recording, not the draft as typed. He states there are responses to votes that are not in the written copy, but on the audio. Also actions were taken that are audible, but not noted on the minutes. Discussion that Board listen to the audio recording of 4/17/18 and compare them to draft, as well as discussion regarding the validity of the actions done on April 17th be referred to legal counsel.</p> <p>Motion to table the review of minutes for 04-17-18 M/S Candice Hansen/Jen Walker Aye Candice Hansen, Jen Walker, Missy Shunn-Mitchell, Dave Anderson, Bryan Morgan Motion Carries</p> <p>Motion to approve the minutes for 04-26-18 M/S Jen Walker/Candice Hansen Aye Candice Hansen, Missy Shunn-Mitchell, Jen Walker, Bryan Morgan Dave Anderson Abstain Motion Carries</p>	yes
Consent Agenda moved to after Director's Report	
<p>Reports</p> <ul style="list-style-type: none"> • May Director Report - Laura Banda <p>Review of various school activities, status of assessments, meetings and events. Propose to the Board they consider recognizing Thermo Fisher as a CCID business partner. Discussion with the Board regarding the upcoming 6th Grade Wetland Day. The event is open to the public, so we will ensure a school adult is in the water at all times with</p>	no no no

Approved 6/7/18

students. Updates on grants and reports submitted and approved. Draft parent CCID / PTO survey distributed to board for review. Discussion topic proposed for upcoming Board meeting regarding parameters for lunch balance policy for next year, extensive amount of funds still owed, approximately \$5K. Review of SpedCo proposed contract for 18'-19' and what it includes, Sped Director and MTSS program. CCID will have a full time SpEd Teacher, SpedCo will furnish a SpEd Director and train SpEd teacher on Utah compliance and reporting. The quote of \$22K also includes the MTSS Program, which we will receive \$6K towards the \$22K contract. (Approximately \$12K SpedCo SPED Director and \$10K MTSS Program) Report included notification of grants received todate MTSS, K Extended Day, and BTSALP. Initial 18'-19' Health Benefit bid received reflecting a 22% increase, asked Heiner Insurance to solicit additional bids for review at future Board meeting. Discussion of goat enclosure and parent discussions to screen in with slats part of back fence to help with privacy of neighbors.

Consent Agenda

- o SpedCo '18- '19 Contract

Move to approve the consent agenda as stated in the agenda
 M/S Jen Walker/Candice Hansen
 Aye Dave Anderson, Candice Hansen, Missy Shunn-Mitchell, Jen Walker
 Bryan Morgan objects
 Motion carries

yes

- Volunteer Committee - Candice Hansen

The Director Report covered majority of our PTO activities and events. Discussion about open PTO Board positions for next year.

- Finance Report

Motion to table Finance Report
 Dave Anderson/Candice Hansen
 Aye Jen Walker, Dave Anderson, Bryan Morgan, Missy Shunn-Mitchell, Candice Hansen

Board Business

- Board Conflict of Interest form distributed to Board Members for annual completion and signature. no
- Board Job Description - Combined from sections of the Charter and Bylaws to be created. Missy Shunn-Mitchell will work on job description on Google doc, so everyone can work together to form a document Board can agree on for Board job description, need that before we have elections. no
- Proposed Board Meeting 2018 dates reviewed. Board meeting dates for the remaining year tentatively moved to Thursdays. June Board Meeting changed to June 28th. Changes will be updated and sent for review. no
- Discussion of election of new board member procedure to be discussed in closed session. Google survey or Survey Monkey - nominate self or other parents, to be

<p>sent through CCID mass email, link will filter results back Google document form.</p> <p>Board discussion regarding the Board election process. Input provided by Erin Preston, regarding proposed procedure.</p> <p>Motion Outline of four parts: Authorize Candice Hansen to create a Google form document for Board to edit and comment on. Authorize the nomination form to be sent out to parents through CCID email system. Collect names of those who want to run and / or nominate another parent Send out final election survey</p> <p>M/S Dave Anderson/Jen Walker Aye Candice Hansen, Jen Walker, Dave Anderson, Bryan Morgan, Missy Shunn-Mitchell Motion carries</p> <p>Missy will work on Board Member job description and share via Google docs. Candice will work on initial draft of Google doc and then Bryan Morgan and Candice Hansen will work together from that point on.</p> <p>6:59pm Motion to go into executive session for the discussion of character professional competency, or the physical or mental health of an individual, and hold strategy session to discuss pending or reasonably imminent litigation. M/S Dave Anderson/Candice Hansen Aye Jen Walker, Dave Anderson, Missy Shunn-Mitchell, Candice Hansen. Nay Bryan Morgan</p> <p>Move to invite Erin Preston into Executive Session. M/S Candice Hansen/Jen Walker Aye Jen Walker, Candice Hansen, Missy Shunn-Mitchell Nay Dave Anderson, Bryan Morgan Motion carries</p>	<p>yes</p>
<p>Closed Executive Session opened 7:04pm Closed Executive Session closed at 8:30pm</p> <p>8:43pm Governing Board returns to Open Public session Roll Call: Candice Hansen / Missy Shunn-Mitchell / Bryan Morgan / Jen Walker (Excuse Dave Anderson who had to leave at 8:00pm.)</p>	
<p>Board Training Debbie Llewelyn from the Utah Association of Public Charter Schools presented a training reviewing Utah Open Public Meeting Act, school culture and best governance practices. Goal is to help everyone understand who is accountable to who, and what parameters for board, administration, parents, and teachers are supposed to be in.</p>	<p>No</p>

<p>10:15pm Motion to enter into closed session to discuss character and professional competency, the physical and mental health of an individual, and to hold a strategy session to discuss pending or reasonably imminent litigation. Jen Walker/Candice Hansen Aye Jen Walker, Candice Hansen, Missy Shunn-Mitchell Abstain Bryan Morgan Motion carries</p> <p>Motion to invite Erin Preston into closed session. M/S Jen Walker / Candice Hansen Aye Jen Walker, Candice Hansen, Missy Shunn-Mitchell, Bryan Morgan Motion Carries</p>	
<p>11:47pm Motion that we close Executive Session and return to Open Session Candice Hansen / Jen Walker Aye Missy Shunn-Mitchell / Candice Hansen / Jen Walker / Bryan Morgan</p>	yes
<p>11:48pm Candice Hansen / Jen Walker Motion to adjourn Open Session Public meeting. Aye Missy Shunn-Mitchell / Candice Hansen / Jen Walker / Bryan Morgan Meeting Adjourned</p>	yes