

The Center for Creativity, Innovation and Discovery Board Meeting Minutes

Tuesday, 8-15-2017

CCID, 6:00pm-8pm

Board Members in Attendance:

Missy Shunn-Mitchell, Dave Anderson, Bryan Morgan, Jen Walker

Laura Banda, Executive Director

Excused Members:

Karen Steele

Additional Attendees:

Jeff Biesinger, Red Apple

Audrey Gifford

**Additionally Included as Attachment: Sign In Sheet of Public Attendees**

Item	Action
Welcome and Roll Call	no
<a href="#">Review of Minutes 7-12-17</a> No comments. <b>Motion to accept minutes.</b> <b>M / S: Jen/ Bryan</b> <b>Vote: Aye Unanimous</b>	Yes
Board Training - Missy Discussed roles and procedures of a school board meeting. Clarification that the Exec Director of the school is a member of the board, just does not vote. With 5 on the Board, 3 would create a Quorum. Public comment at board meetings is not a discussion time but a time to bring something to the Board, so a Board Member can follow up. Utah Code provides clarification: if someone wanted to have something to talk about, the Board will only listen and ask for contact information. Only 2 minutes per person for public comment and the speaker needs to sign in. Public is not there for conversation, only to listen. For any comment (from Board member or public) to become a discussion, it would need to turn into an agenda item to be resolved/discussed.	no
Public Comment None at this time	no

<p>Reports</p> <ul style="list-style-type: none"> <li>• Director's Report - Laura</li> </ul> <p>We received approval to have staff on campus. Primary focus student registration and getting rooms ready. Applied for and received first year state testing waiver approval. Met with Providence City, discussed increased traffic to the area and crosswalk, lights and stop sign possibilities. Providence City will pay for a crossing guard only if there is a crosswalk, and that needs a use study. Changed crossing guard hours for River Heights Elementary to include crossing CCID children. John Drew (from Providence City) is interested in a pedestrian bridge for the remainder of the street (Spring Creek Pkwy). Met with Parent Volunteers and potential PTO, will have a follow up meeting in August. Furniture and supplies ordered and has been arriving. Construction concerns: parking lot lights are too bright for neighbors, looking at shielding the lights to shine further down; A/C not working in grade 6-8; bathrooms not complete on west side. Email sent by Melissa to Boyer addressing construction concerns. Kindergarten grant is for approx. 20 students for full day. Staff has made the decision for NO food on student birthdays; wellness policy being worked upon with staff; SPED and SLP meeting with teachers on 8/18. Have 24 students identified as needing extra assistance.</p> <ul style="list-style-type: none"> <li>• Building Officer's Report- Rick Steele excused</li> <li>• Volunteer Committee Report- Stephanie Juth excused</li> <li>• Business Update - Jeff</li> </ul> <p>Budget presented of where we are with spending. 8% of expected income has come. Federal funds will be received in January. Expenses (reflected through end of July) for tech and furniture on track. Maintenance and cleaning may be exceed budget, amounts will be re-budgeted. The spending is typical for a first year school. Other items of budget trending lower, so we are doing well. School did receive Beverly Taylor Sorenson Grant for music. Gathering bids for lawn and snow removal.</p>	<p>No</p>
<p>Board Member Reports-</p> <p>Finance: Bryan Coordinating with school on priorities and needs</p>	<p>no</p>

<p>Board Business</p> <ul style="list-style-type: none"> <li>● Contract Draft for Cache Maker, Missy</li> </ul> <p>Discussion included assembling what paperwork we can before taking to attorney to create a contract. Suggesting a Memorandum of Agreement instead of a landlord-style agreement. Discussion about usage of our facilities and to be sure the agreement covers our cost of having Cache Maker in the building (snow removal, electricity, parking, bathrooms etc.) Cache Maker attorneys need four weeks to go over the agreement.</p> <ul style="list-style-type: none"> <li>● School Lunch Program <ul style="list-style-type: none"> <li>○ Megan addressed pros and cons of participation in the National School Lunch Program. Presented options of how to structure free/reduced lunch if not participating in NSLP. NSLP requires that we use a certified farmer to purchase locally. Looking at other schools for examples that don't use NSLP but successful. Discussion about being able to use NSLP at first, then to explore other options after we are set in our fixed costs. Decision to go forward with NSLP participation for this year.</li> </ul> </li> <li>● <b>Policies for Approval</b> <ul style="list-style-type: none"> <li>○ <b>How to make a policy</b></li> </ul> <p><b>Motion to approve as written</b>  <b>M / S: Bryan / Jen</b>  <b>Vote: Aye Unanimous</b></p></li> <li>○ <b>Capital Asset</b></li> </ul> <p><b>Motion to approve as written</b>  <b>M / S: Dave/Bryan</b>  <b>Vote: Aye Unanimous</b> <li>○ <b>Land Trust</b></li> <p>Land Trust Committee discussion. Jen to review Trustlands information; will get more information about what we want to pass in a motion for the Board. Want to educate parents to have a voice. We do need at two parents on the board. Laura will inform parents about Land Trust Committee in the future newsletters.</p> <p><b>Move to approve as submitted</b>  <b>M / S: Dave/Jen</b>  <b>Vote: Aye Unanimous</b></p> <ul style="list-style-type: none"> <li>○ Field Trip</li> </ul> </p>	<p>No</p> <p>No</p> <p>Yes</p> <p>Yes</p>
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<p>Discussion about when to use a permission slip: every child needs a permission slip for every single time they leave campus, per Risk Management. Suggestion to discuss further to Risk Management about how the curriculum and planning could use theme / project permissions slips.</p> <p>Motion to approve proposal as submitted with intention to revisit field trip permission slip requirement through Risk Management.</p> <p>M / S: Dave/Bryan- with comments: vehicle safety standards are going away in the state of Utah in 2018, we should have a current registration and safety inspection standards. Current policy has DL and Insurance, would need to add registration and safety inspections.</p> <p><b>Motion to approve the policy as written with the addition of the vehicle safety inspection and current registration requirements for drivers.</b></p> <p><b>M / S: Bryan/Jen</b></p> <p><b>Vote: Aye Unanimous</b></p>	<p>Yes</p> <p>Yes</p>
<p>Closed Session</p> <ul style="list-style-type: none"> <li>● A motion to enter a closed session in accordance with Utah Code 52-4-205 for the purpose of discussion of litigation matters, acquisition of real property or authorized personnel issues.</li> <li>● Action, if any, from closed session</li> </ul>	
<p>Meeting Adjourned</p>	