

The Center for Creativity, Innovation and Discovery Board Meeting Minutes

Tuesday, 9-11-2017

CCID, 6:00pm-8:00pm

Board Members in Attendance:

Missy Shun-Mitchell, Dave Anderson, Bryan Morgan, Jen Walker, Karen Steele

Laura Banda, Executive Director

Additional Attendees:

Jeff Biesinger, Red Apple

Audrey Gifford, Secretary

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

Item	Action
<p><b>Welcome and Roll Call -Missy</b></p> <p>Jen Walker, Karen Steele, Dave Anderson, Missy Shunn-Mitchell, and Brian Morgan are in attendance</p>	no
<p><b>Review of <a href="#">Minutes 8-15-17</a> -Audrey</b></p> <p><b><i>Motion to approve 8-15-17 minutes</i></b> <b>M/S Dave/Jen</b> <b>Vote: Aye unanimous</b></p>	yes
<p><b><a href="#">Board Training</a> -Missy</b></p> <p>Utah State Charter Board spells out requirements for a governing board to be a high-performing school board; Tina (from State) not able to make it tonight but would like to for official board training. State trainings are held monthly in SLC; there have been some at Thomas Edison. Karen asked for clarification on when terms are according to Charter bylaws. Missy will create a shared document for Board Tenure to coincide with bylaws.</p> <p>How can the Board be more effective? Other than policies, what should the board be covering in meetings?</p>	no

<p><b>Public Comment</b></p> <p>Britton Barker asked for clarification on whether or not the minutes will be posted and when. Missy responded they will be within a week of the meeting. Currently meetings (usually) will be 1<sup>st</sup> Monday's from 6pm to 8pm, until the end of the calendar year. Responded meetings are always posted to Utah Public Notice site.</p> <p>Sally Skousen- Inquired about the progress with the lawn. Laura responded a bid will be chosen this week and the plan is for them to mow right away.</p>	no
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**Reports**

Homestead Proposal –Théo Anderson, 5<sup>th</sup> grade teacher

The draft was intended for behind the school, near trees to provide shade for the animals, being close to the school provides easy monitoring. It teaches Ag in the Classroom; donations go to Food Pantry so student can feel a part of the community to donate. Any eggs produced from the chickens could be given for a donation, cannot be sold. Théo was awarded a grant for \$1k to include in this space; three other grants in the works in relations to this. Jake (4<sup>th</sup> grade teacher) was awarded a grant for a pumpkin patch. The Homestead space needs to include animals and gardens, raised beds, goat area, benches for students, plants for chickens to eat. Board asked about responsibility for the animals -to be fed in any weather or holiday- Théo has experience that families would sign up to take care of them. She is also looking up various heating options, they don't need heat but it's nice, perhaps solar

Although the homestead plot isn't a permanent fixture, we need to be sure we are looking at the overall picture of the plot and school. Students don't have as much access in other spots. We want to make sure we don't place the homestead where the playground could go. If chickens are too close to the creek, predators could get them.

By policy, Administration is presenting this to the board because anything structural needs to be discussed to the board so everyone is involved. This area will be locked, secured from children and predators. Check with the city. Administration to check with Risk Management, and Providence City to follow zoning.

*Motion to remove "yes" from the column in the homestead proposal as it is no longer an actionable item.*

M/S Karen/Bryan

Vote: Aye unanimous

Karen has positive comments; all the grades are doing well; she has visited the school and it seems to all be going according to plan; Laura is doing an amazing job.

Director's Report -Laura

2<sup>nd</sup> grade has BTSN this week; Majority of PLPs done which is a huge undertaking for staff; Off campus field trips have started; Had a successful Patriot Day Assembly. Inspection on Wednesday for NSLP. Robotics and recycling starting up; Student council starting; SPED training completed for staff; Have purchased more student books for Fontes and Panel; DIBELS

yes

no

complete for 1st and 3<sup>rd</sup> only performing State Mandated x3 a year. KEEP assessments (for Kindergarten) compete. Raptor badge system is working; PTO organizing committee working on nominations.

Furniture still to arrive: MPR tables; a few other table legs missing; art tables coming still; Tack boards have arrived.

Enrollment is looking good.; small spaces in 2, 3, 4<sup>th</sup>; we have a waitlist. On going training for office procedures; 33 students using SLP; discussing with staff our fundraising priority. 3rd grade researching a project for Idle-free zone.

Spoke with Providence for a school-zone, usually doesn't happen for charter schools. Did get another 4-way stop due to increased traffic; asking for a crosswalk and crossing guard; We have staff member stationed at the Bluff intersection at pick up. The parking lot lights on/off manually currently. Lights in the lot are approved by the Board of Ed, , Providence, and State Public Safety. Shields are coming to hopefully limit the light reflecting down into the lot.

· *Volunteer Committee Report*

None.

· *Finance Report -Steve*

School budget, line by line is looking really good. Changes are being made to the budget, once funds are allocated we will review budget. Finance benchmarks look good. Expenses are on track. UCA due Nov 1. After it has been approved, Jan-Mar funds will start appearing. RedApple and Laura will be completing UCA. If we maintain full enrollment we will be fine but slightly tighter for the 2<sup>nd</sup> year. Will meet all margins, as well as savings.

no

no

<p><b>Board Business -Missy</b></p> <ul style="list-style-type: none"> <li><i>Contract Draft for Cache Maker</i></li> </ul> <p>Pros and Cons. If we go with a Memorandum of Agreement, open for more liability. It's essentially a handshake. 30% of Cache Makers grants goes to USU. If they write for anymore grants, it would go to us for a joint-grant.</p>	<p>Yes</p>
<p><b><i>Motion to move discussion the closed session as it included personnel.</i></b></p> <p><b>M/S Dave/Karen</b></p> <p><b>Vote: aye unanimous</b></p> <ul style="list-style-type: none"> <li><i>Parent Board Members Discussion - Missy</i></li> </ul> <p>We need an additional parent on the school board, per Charter bylaws. When do we want this to happen? We have active parents that volunteer; we should add parents sooner than later. There is another volunteer sign up going out for the Title 1 Compact, will restructure it to include nominations/votes for additional board member (two separate ballots given at same time). Solicit parents for Parent Involvement Committee plus Board members. Land Trust Policy states it will be voted on by Oct 20. After this year parents will vote at beginning of the year PLP conferences.</p>	<p>No</p>
<ul style="list-style-type: none"> <li><i>After-School Survey Results – Britton Barker and Kacey Lundstrum, parent volunteers</i></li> </ul> <p>For informed decision making, document included for public to see. 106 families responded. 47 families that responded are the information following. It looks like about 70 children would be interested in. Survey was presented as a service for directly after school, 5 days a week. 5pm preferred time of the day to end, some families asking for 5:30. Activities preferred structure. About 12 hours a week for the whole week. Looking at hours vs. pay, that is asking less than minimum wage per student in having an employee responsible for them. All comments will be shared to the Board. In general, families said between \$50-75 per month would be preferred. \$75 could still be a hardship for many-Logan is one of the 6 poorest cities in the country, CCID families in a variety of backgrounds (single parents, etc). A possibility of an “as needed” sliding scale could be discussed in the future.</p>	<p>No</p>

<p><b>Consent Agenda - Missy</b></p> <p><i>Move to approve consent agenda as stated</i></p> <p><b>M/S Jenn/Dave</b></p> <p><b>Vote: aye unanimous</b></p> <ul style="list-style-type: none"> <li>· <a href="#">Wellness Policy</a></li> <li>· <a href="#">School Lunch Policy</a></li> <li>· <a href="#">School Land Trust Policy</a></li> </ul> <p>Includes Title 1 compact. Has to include Tech this year.</p> <ul style="list-style-type: none"> <li>· <a href="#">Volunteer Policy</a></li> </ul> <p>(SPED Policy will be covered in Oct as there are new Special Ed state policies to integrate)</p>	<p>yes</p>
<p><b>Closed Session</b></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><b>Adjourn at 8:10pm</b></p>	