The Center for Creativity, Innovation, and Discovery
Board Agenda

Thursday, April 24, 2025
Public Session from 6:00 - 8:25 PM (MDT)

Location: 170 W. Spring Creek Pkwy, Providence, UT 84332

Members of the public may attend in person or view the meeting live at:
https://ccidschool-org.zoom.us/j/4105970538?pwd=K3RVT3M5ZnRVd3lyWVJOUIBURG12UT09

1. **Opening Business**

   Laura Kohler, Board Chair 6:00 - 6:05 a. Call to order
   - Laura called the meeting to order at 6:16 pm
   - Roll Call: Sam Pooler, Laura Kohler, Kyle Glass, Bill Graham (Dean of Students), Melia Balls (Executive Director), Megan McGrath (Director of Curriculum & Instruction) Nate Adams (Business Manager left at 6:45), Mickie Balls (Board Recorder)

2. **Consent Agenda**

   Laura Kohler, Board Chair 6:05 - 6:10 a. Approval of minutes from February 27, 2025 board meeting
   - Sam moved to approve the minutes from the February board meeting and Acknowledgment of receipt of Executive Report. Kyle seconded the motion. The motion passed unanimously.

3. **Public Comment** *6:10 - 6:20* a. Limit of 2 minutes per person or group.

   b. Maximum 5 individuals or groups.

   c. The public is welcome to send written comments to laura.kohler@ccidschool.org
   - No public comment was given

4. **Achieving CCID's Mission and Vision**

   Samantha Pooler, Board Member 6:20 - 6:25

- Sam feels strongly if we can prove and stay true to our core values, enrollment won't be an issue. Social media can play a huge part in showcasing the vision and mission of CCID

5. Finance Committee Report

Nate Adams, Business Manager; Kyle Glass, Treasurer 6:25 - 6:40 a. Monthly Financial Report

- FY25 Budget Update
    - In the detail report, the expenses highlighted in yellow are expected to be expenses where we will be saving money.
    - Admin services went down due to bringing services in house
    - The city changed their garbage service and it increased the cost for us compared to last year.
    - Our bottom line moved from 400,000 in the deficit to 165,000 in the deficit
    - Nate isn't sure that we will break even, but we might get pretty close. He will play with some hypotheticals as we approach the end of the year to help us get close to a "break even" number.
    - Kyle asked if there are any expected expenses upcoming and Nate stated that possible outdoor repairs and some room dividers. None of those smaller projects would take us out of our comfort zone for our budget
- FY26 Budget Preview
    - The flexible allocation money increased for the upcoming year
    - There is a 4% increase in the WPU
    - In our base fund we have $115 per student plus a one time funding
    - Charter School Local Replacement allocation increased
        - Melia explained that the district schools receive funding from property taxes. This fund helps replace that funding for charter schools.
    - Our budget is based off of 300 students
    - Staff and salaries have been reviewed
    - The bottom line is pretty thin; we are in the positive by only $18,000
        - Enrollment continues to be critical
        - Decisions will need to be made quickly if enrollment does dip
    - Our proposed budget will be pretty close to what we are looking at, with a few slight changes. The budget will be presented in June.

6. Academic Excellence Committee Report

Peter Gerdes, Board Member 6:40 - 6:50

- Megan shared about the progress of the Academic Excellence Committee due to Peter being out sick
- Tammy Bunnell made a pie chart to show where students are coming from within the valley. Our 3 highest areas are Hyrum, Logan, and Providence.

7. Board Recruitment

Laura Kohler, Board Chair 6:50 - 6:55

- Laura shared that we will need to recruit 3 more people to the board. She has a lead on 1, possibly 2.
- Bill thought of possibly asking Sylvia Reed who works at the university
- We have to get more people to function effectively

8. Executive Report

Melia Balls, Executive Director 6:55 - 7:05

- As of April 22, we had 305 students enrolled. 23 students have not responded to the spot offered to them through the lottery. The office has been reaching out to current students that we have not received intent to return information from. The office people will be working one day a week throughout the summer to keep things running and stay on top of enrollment. Because of this information, our budget will be based on 306 students.
- The school vehicle has been wrapped in vinyl with CCID and our logo.
- We have been working on the window perf for the atrium. It will have interactive mirror spots, along with logos and advertising photos.
- We held an open house during our STEAM night in April
- We will have a parent information night to provide information should the hybrid model be approved
- Melia gave information about all of the proposed policies on the agenda for approval
- Melia reviewed the timeline given in her report in regards to the hybrid-blended learning model.

9. Enrollment and Retention Report, SY 2025-26 *7:05 - 7:15 Melia Balls, Executive Director*

- Reported on during the executive report

10. Human Sexuality Curriculum Review *7:15 - 7:25 Bill Graham, Dean of Students*

- Sam will be the board representative on the committee for Human Sexuality Curriculum Review
- Bill explained the procedures and why we need to have this committee

11. Notice of Committee Members on Human Sexuality Committee

Melia Balls, Executive Director

- Spencer Johnson
- Jamie Douglas
- Barbara Lundberg
- Nikki Despain
- Bill Graham

12. Blended Learning Model Discussion and Vote

Melia Balls, Executive Director 7:25 - 7:45

- Melia asked the board if they have any questions regarding the blended learning model. She clarified that we are looking to have a model that would be enticing to students who have medical needs or to home school families to have a larger educational community. Should this pass, there will be a parent meeting on May 8 from 6:30 to 7:30 to ask questions and get information. There will be guidelines and expectations explained to parents. Admin is planning to really push it for middle school, pilot it in 4-5 grade, and limit use in the primary grade levels due to the foundational skills that are taught in those grade levels.
- Board members did not have any questions
- Laura called for a motion. Kyle moved to amend our charter to include the hybrid model of learning. Sam seconded the motion. A roll call vote was taken
    - Laura Kohler (aye)
    - Sam Pooler (aye)
    - Kyle Glass (aye)

13. Policies for Review and Consideration

Laura Kohler, Board Chair 7:45 - 8:00

a. Bullying, Cyberbullying, and Harassment Policy, Revised to included the updated definitions of what is and what is not considered “bullying”

b. Safe Schools, Discipline and Behavior, and Emergency Safety Interventions, revised

c. Fee Policy, Fee Waiver Policy, and Spend Plan, Third consideration of Fee Schedule.

- Fees for middle school would help to provide before and after school extracurricular activities

Sam moved to approve the Bullying, Cyberbullying, and Harassment Policy revisions, Safe schools, Discipline and Behavior, and Emergency Safety Interventions revisions, and the Fee Policy, Fee Waiver Policy, and Spend Plan, Third consideration of Fee

Schedule. Kyle seconded the motion. The motion passed unanimously.

14. Board Elections & Committee Structures

Laura Kohler, Board Chair 8:00 - 8:20

- Due to the current numbers of people on the board, Laura suggested that we keep Kyle as treasurer, and keep Laura as acting board chair until the end of the fiscal year (June). Laura's term is technically over tonight. So she would need to be voted to remain on the board in order to stay in that positon. Sam moved to extend Laura Kohler's membership and her role board chair along with extend Kyle's role as board treasurer. Kyle seconded the motion and the motion carried.
- Sam has agreed to be the board representative for the Human Sexuality Curriculum Review committee
- Executive & Legal Affairs Committee: Laura
- Finance & Audit Committee: Kyle
- Marketing Committee: Barabara
- Boarding Recruitment & Training: Laura for now until more are board members are recruited
- Academic Excellence: Peter
- Facilities & Board Building Officer: Sam
- School Culture: Laura mentoring Sam to take on the committee when Laura steps down from the board
- Charter Trust Land Council: All
- Sam moved to put herself on as the Facilities Committee chair and the Board Building Officer along with Laura as the School Culture and Board Recruitment Committee chair. Kyle seconded the motion. The motion was carried unanimously.

15. Executive Session

Board of Directors time varies a. Closed in accordance with the Utah Open and Public Meetings Act for the purpose of discussion of litigation matters, acquisition of real property or authorized personnel issues.

16.Housekeeping and Adjournment

Laura Kohler, Board Chair 8:20 - 8:25

- May meeting: Thursday, May 22, 2025
    - Melia proposed changing the meeting to May 29. Laura will talk to Peter and Barbara. If that date works for them, we will get the date change posted.
- Laura made an indisputable motion to adjourn the meeting at 7:27 PM