

DRAFT MINUTES
The Center for Creativity, Innovation, and Discovery
August 24, 2023
Public Session from 6:00-8:10 PM

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

In compliance with the Utah State Open and Public Meetings Act, this is a meeting for the Board of Directors to take an action openly and conduct deliberations regarding CCID business. As a courtesy, please step outside with noisy children or to speak amongst yourselves in order to maintain a quiet atmosphere for the meeting and the recording. The Board reserves the right to act on any agenda item. The board also reserves the right to go into closed session in compliance with Utah State Law 54-4-204, 205, & 206.

Agenda Item	Presenter	Minutes
Call to Order/ Roll Call/Pledge of Allegiance	Chair	Call to order at 6:11 PM. Kyle Glass on Zoom Mi'Kel Price Don Linford Barbara Lundberg Lynn Raymond Megan McGrath Bill Graham Melia Balls Cindy Phillips Jeff Biesinger Darren Parry (excused) Nikki Despain (excused)
Consent Agenda: Approval of minutes from June 22, 2023 Board Meeting	Board of Directors	
Public Comment Period	Public Attendees	No public comment
Achieving CCID's Mission and Vision	Don Linford, Board Member	CCID uses research supported teaching strategies, creates a positive learning environment, and utilizes community relationships to achieve their goals. Proficiency is left out, but it's a good thing. If proficiency has to be detailed in the mission statement, we have a problem. The goals and tools we have in place help us achieve that proficiency.
School Counseling Program at CCID for 2023-24 School Year	Evin Daines, School Counselor	Evin discussed the vision of the counseling department at CCID. The counseling department vision statement was written to support the mission statement of CCID as a whole. Evin clarified that college and career preparation begins in Kindergarten as a part

		of the CCID counseling department mission statement. The advisory council is composed of: Evin Daines, Bethany Nielsen, Bill Graham, Emily Daines, Camie Palmer, 2 parents, and 2 6th grade students. March 12, 2024 we will have a new school counseling on site review with the state. We will share the evidence of our effectiveness as a program so it can become a more sustainable program and become accredited. The counseling department conducts a data project each year. The purpose is to increase access and achievement to all students. The goals for the data project will be: (1) Decreasing chronic absenteeism for economically disadvantaged and American Indian or Alaskan Native students by 10 % by the end of the 23-24 school year. Interventions can be instituted to help students get connected with resources to help with these issues. (2) Increase the percentage of enrolled students screened for internalizing and externalizing behavior concerns to 100% by the end of the 23-24 school year. A universal screening tool will be used and filled out by all teachers. Teachers, Bill, and the counseling department will meet together to discuss students identified as high risk and what strategies could be used to help those students access the education in their classrooms. Individual counseling sessions will begin August 28 and group counseling sessions will begin September. The counseling department delivers classroom lessons to both elementary and middle school classrooms that address SEL and CCR. The counseling department supports behavior needs through the MTSS & PBIS committees. The counseling department also meets with teachers to find tools to help with behaviors in the classroom. Evin informed the board that they will need to vote for the counseling department to become accredited. Barabara Lundberg moved to approve the counseling department in moving forward to get the counseling department accredited. Don Linford seconded the motion. Mi'Kel, Laura, and Kyle voted aye. The motion carried.
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Finance Committee Report: ● FY24 Budget Update ● General Finance Report	Laura Kohler, Board Chair, Jeff Biesinger, Business Manager	We received a deposit from the state for a little over \$58,000 that has been stuck in miscellaneous until Jeff tracks down what it is specifically for. Megan suggested it could be for Grow Your Own program. Our enrollment is down, but we will get a 1 year reprieve on the WPU. Jeff adjusted down a few things on the 400 budget. We won't know concrete figures until November/December. Our budget has been adjusted to reflect the 400 student count. Cindy explained that the enrollment problem we are seeing is an overall demographic issue and the decrease in generation sizes. 4 of the 5 schools Jeff works with are down in enrollment this year. Melia explained that some grants are based on services and resources we have at school and we receive a set amount, and some grants are based on student counts. CCID administration has matched their revenue to meet their enrollment numbers so the budget is sustainable. The building is inexpensive and a benefit for our budget allowing CCID flexibility. If the board is wanting to focus on something to improve the budget, Jeff advised that the board focus on marketing and recruitment. Jeff reassured that even if CCID never returns to near 500 students we can still budget and be a great school! Laura was appreciative to the administration for their agility and ability to respond to the decrease in enrollment. Cindy & Lynn explained that the new legislation regarding homeschool has made a huge impact statewide on enrollment, and will continue to make an impact.
Marketing Committee Update and Enrollment Report	Barbara Lundberg, Marketing Committee Chair, Melia Balls, Executive Director	Melia explained that as they were adjusting the budgets, they determined marketing was necessary. We are using Charter Connect to help with google search engine optimization and making our school website more viewable to the public. Megan explained that Google reviews help promote our website. We have promoted ads on Facebook and Google to help us be better seen online. Enrollio is a service offered by Charter Connect for free since we participate in website optimization. Enrollio is an enrollment form we are now using to quickly get students enrollment information. CCID participated in our first parade at Sauerkraut Days. Informational flyers, candy, and fidgets were passed out. Flash the phoenix was there and it was a very

		successful event. CCID had 6 students enroll after the Sauerkraut Days parade. CCID will be participating in Apple Days and Wellsville Heritage Days. CCID will be doing something at the Gardeners Market and the Pumpkin Walk to get our name out to the public. The Resource Fair will be a combined event with an open house for CCID on September 6. Resources throughout the community for mental health, child care, food, finance, etc. will be available along with an opportunity to view CCID. Laura reminded the board the marketing committee exists and Barabara Lundberg is in charge of that committee. Barabara will be reaching out to community members to be on the committee to assist with the marketing efforts happening at the school.
Child Internet Protection Act (CIPA) Compliance	Lynn Raymond, Technology Director	Lynn explained that we get our internet through UEN who gets it through E-Rate. In order to receive those internet rates, we have to abide by CIPA and participate in content filtering. We have picked up Go Guardian as a content filtering program. We have to provide logs to the state showing we are filtering student content. We are also required to educate students on online citizenship and protecting their identity. We are adopting Common Sense Media as a curriculum to assist in that education. Miss Croft, our STEM teacher, will teach the Common Sense Media k-5. Mrs. Daines will teach the Common Sense Media curriculum in 6-8. A list will be provided of students who have completed this education. Students are required to sign an appropriate use policy before using technology at school. From here on, the Appropriate Use Policy needs to be removed at least every 3 years. The state has asked that we put all of the CIPA related documents on a state drive as if we are being audited, and then if the state has questions they have all the information that they need. Lynn also explained that we have been teaching and training students that the Chromebooks they use at school are not their personal computers, and must be used appropriately. Each classroom now has charging carts for their chromebooks and chromebooks are assigned to students and usage is monitored.

Review of New Policy: Responsible Technology Use Policy	Board of Directors, Melia Balls, Executive Director	Melia explained that we have a new Responsible Use Policy that has language that meets CIPA needs. The policy has been posted on the website as “pending board approval”. Melia informed the board that they will need to approve the policy, vote to approve it, and asked for questions. Mi’Kel Price moved to approve the Responsible Use Policy and Barbara Lundberg seconded the motion. The motion passed unanimously.
Review of New Policy: Special Education Policy and Procedures	Board of Directors, Melia Balls, Executive Director	Melia explained that the Special Education Policy & Procedures will need to be voted on by the board for approval. The state has new required language that needs to be added to keep current with policy and law. The state reviewed our policy and ensured that our policy meets the requirements. Don Linford moved to approve the Special Education Policy & Procedures and Mi’Kel Price seconded the motion. The motion passed unanimously.
Notice of New Employee Handbook	Melia Balls, Executive Director	As a matter of information, the admin team worked to compile a CCID employee handbook for all employees. Cindy informed that board that they are welcome to request a copy of the Employee Handbook for the reference.
Executive Report	Melia Balls, Executive Director	Back to School Event: Teachers visited the USU ropes course and Angies for lunch. We laughed and enjoyed our company. We are planning to go back to clean the sink. We completed training in Bridges Math curriculum and State Policies. The Bridges trainer will be coming back two more time to support teachers. Enrollment: With our next few public events, we hope to reach 400 students. LEA Specific Licenses: The State of Utah allows you to request an LEA Specific License which allows that person to teach only at your school. This allows an individual with an expertise in a certain teacher to teach in a related field. Melia reminded the board that we cannot discuss specific individuals during a public session; and if the board has specific questions, a closed session would be the appropriate place to ask those questions. Information had been provided to the board previously about the two specific individuals for which an LEA Specific License is being

		requested. Mi'Kell moved to approve the two individuals for LEA Specific Licenses. The motion was seconded by Don Linford. The motion was approved unanimously.
CCID's Early Learning Plan for Early Literacy Grant	Megan McGrath, Director of Curriculum and Instruction	The early learning plan is our plan to teach K-3 Math and Literacy. We have to detail what we use in both General and Special Education for Literacy instruction. All of the curriculum we selected was based in Science of Reading, all green in Ed Reports, and approved by multiple other states. We also kept in mind that we are a project and place based school, so our core curriculums should reflect that. Our phonological curriculum is Heggerty. It is used in both SPED and GenEd. Our Phonics curriculum is UFLI based out of the University of Florida which is currently going through the Utah vetting process. For fluency, comprehension, and writing we use EL. Most of our curriculums are open source and can be reviewed online. We are required to have both screeners and diagnostics. Our screener is Acadience and our diagnostics is PAST and Horizons Reading Diagnostics. These have been pre-approved by the state. For Progress Monitoring we will use Reading Horizons, Acadience, and Saunday for Tier 3. Bridges Mathematics is our GenEd Early Mathematics curriculum. Bridges is aligned with our project and place based model. We use Acadience and iReady Diagnostics as our Math diagnostics. Our Early Literacy goal is to maintain the number of second grade students at or above proficiency. Our Early Math goal is to maintain the number of third grade students at or above proficiency. We will increase the number of 1st grade students scoring at or above proficiency to 10%. We do not have to be state approved for curriculum until next year. Barbara Lundberg moved to approve the Early Learning Plan and Mi'Kel seconded the motion. The motion passed unanimously.
Beginning of School Year Updates	Bill Graham, Dean of Students Megan McGrath, Director of Curriculum and Instruction	We are giving weekly tours. We are learning new students' names to help them feel comfortable at school. We are communicating with parents through the Phoenix Press and Black Board Messages. We have more parades coming up along with our Resource Fair & Open House event. All the classrooms received additional cabinets, along with the

	Lynn Raymond, Director of Educational Technology	Tinker Space. The sinks will be being expanded and water fountains installed. Curriculum was purchased to support teachers this year. We have a professional development calendar and website for teacher reference. We have a teacher mentoring program in place for our 7 teachers that qualify according to the state requirements. We have training offered to our mentor teachers along with a stipend for their time and effort. Our mentoring program is supported by a mentoring curriculum. We are participating in the Grow Your Own program to help reimburse paraprofessionals who are seeking higher education opportunities within the education field. The middle school rotation system is running smoothly, with students enrolled in the Music and Art classes of their choices.
Request for Board Approval on LEA-Specific Licenses	Melia Balls, Executive Director	LEA Specific Licenses were discussed during Melia's Executive Director report.
Executive Session: To discuss the character, competence, or mental or physical health of an individual; to discuss potential pending litigation; or to discuss the purchase, exchange, or lease of real property.	Chair	No need for Executive Session
Housekeeping and Adjournment	Chair	The next board meeting will be September 28 at 6:00 PM. Board meeting pictures will happen at the next board meeting. Mi'Kel moved to close the meeting.