Approved Minutes
CENTER FOR CREATIVITY, INNOVATION, AND DISCOVERY
April 25, 2024
Public Session from 6:00-8:00 PM
Location: 170 W. Spring Creek Pkwy, Providence, UT 84332

https://ccidschool-org.zoom.us/j/4105970538?pwd=K3RVT3M5ZnRVd3lyWVJOUlBURG12UT09 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	**Minutes**	**Time**
Call to Order/ Roll Call	Chair Laura called the meeting to order at 6:06 PM Darren Parry has resigned from the board Laura Kohler, Mi'Kel Price, Barabara Lundberg, and Kyle Glass were in attendance from the board. Nikki & Don are excused for prior commitments. Melia Balls (Executive Director, Lynn Raymond (Director of Technology & Assessment), Megan McGrath (Director of Curriculum & Instruction), Bill Graham (Dean of Students), Cindy Phillips (Educational Consultant), Nate Adams (Finance Manager), and Mickie Balls (Board Recorder) were in attendance as well.	1 min
Consent Agenda: • Approval of minutes from April 13, 2024 Board Strategic Planning meeting	Board of Directors Minutes distributed in advance	2 min
Public Comment Period	Public Attendees Limit to two minutes each	10 min
Achieving CCID's Mission and Vision	Mi'Kel Price, Board Vice Chair	5 min

Finance Committee Report ● FY24 Monthly Budget Update ● General Finance Report **Board Training: Charter School Budgets**	Nate shared that we are projected to end the year with a $200,000 bottom line. It's looking like re-roofing the entire roof is not going to be as big of an expense as we originally thought. We will be continuing to gather more bids and go from there. The roof project will come out of capital expenditures. We have several line items in the budget that we are going to be saving money on. Kyle added that we are saving the little bit of surplus we do have for rainy days and larger projects in the future. Nate met with the auditing team to get things in order to make the auditing process run more smoothly when the time comes. Cindy, Melia, and Nate are continuing to work	10 min 15 min

	on the budget for next year and plan to have it out before next year's meeting for the board to review and discuss. Mi'Kel asked for clarification about the roof project. Melia shared that we are looking at putting in insulation to the parts of the roof that currently don't have insulation, and testing to find leaks so that they can be repaired. Melia explained that getting the core samples will give us more information and influence the next steps that we take for the roof project. She shared that the project will take about 2 weeks once started. Cindy suggested presenting her training when the FY25 budget rolls out at the next board meeting and possibly more board members are in attendance; and the board agreed.	
Enrollment Report **Marketing and Development Committee Update**	Melia shared the current enrollment numbers for the current school year. We are currently enrolled at a total of 323 students. For next year, we are currently enrolled at a total of 339 students. Recruitment efforts are ongoing and paying off. Megan shared that the school had a booth at the Family Resource fair on Friday and Saturday this past weekend. Most recently Mr. Graham's weekly tours of the building have been filled. There are lots of flyers distributed throughout the community. Literacy Night is coming up and the community is welcoming. Conservice has shared our enrollment flyers with their employees. Our enrollment flyers have been shared at Kid 2 Kid, Little Sprouts, and Little Wonders. We are reaching about 8,600 people on our social media platforms each week. Mi'Kel offered to share the enrollment flier with her daughter's private kindergarten. Kyle commented that by liking and sharing it boosts are visibility. Megan will be distributing fliers to board members to share throughout the community.	10 min 10 min 10 min

Board Recruitment Laura discussed on board recruitment has worked in the past. She shared that we are needing to recruit more board members so that the numbers of members can stay where they are supposed to be. Mi’Kel & Laura shared possible concerns with signing on for another term on the board. Cindy shared that we can put together training materials for officers of the board and new members of the board to help transitioning go more smoothly. Mi”Kel shared that she could possibly become chairperson depending on the circumstances of her children at home. Barabara asked how many people we are looking to put on the board. Laura shared we need to replace Darren to have a full 7 members. Cindy shared that the recruitment committee should be doing the leg work prior to next month’s meeting so that the board can have actionable items to discuss. Bill & Megan will be getting the word out the board is recruiting new members in the Phoenix PRess and the school facebook page. Laura Kohler asked if the board wanted to vote in regards to her terms and chairperson status. Laura is willing to commit to another 3 year board member

5 min

	term and 1 year chairperson term. It was discussed that keeping Laura on the board for her historical knowledge and expertise would be wise. Cindy agreed with the ideas of the board. Barabara Lundberg moved to appoint Laura to the board for another 3 year term and MiKel seconded the motion. The motion was carried unanimously.	
Board Elections	Laura asked if it is possible to table elections until next month when more board members are in attendance. Cindy shared that having so few board members in attendance is a good justification to postpone the elections into the May board meeting. She recommended that a motion be made in that regard. Kyle moved to postpone the elections into next month’s board meeting. Mi’Kel seconded the motion. The motion was carried unanimously.	10 min

Update on Roof Repair, HVAC Replacement, and RFPs	The report was given within the budget portion of the meeting.	10 min
Executive Report	Melia reviewed her executive report that she previously sent to the board. Melia explained that we are revising our hiring policy to follow best practices for charter schools. The Learning Selection & Review is a revised policy updated to follow new 2024 legislation. The Trust Land Council Policy ensures that we have a policy in place that governs when the board is the Land Trust Council and when there is another council in place. Cindy explained that the Land Trust Council Policy is being encouraged by the state and will work in our favor during an audit. Kyle moved to approve the proposed policies, MiKel seconded that motion and it passed unanimously. Barabara moved to enter an executive session and invited Melia Balls to attend. Roll call vote was taken with all board members in attendance voting aye.	10 min
Policies for Review and Consideration ● Hiring Policy (revised) ● Learning Resource Selection and Review Policy (new) ● Trust Land Council Policy (new)		10 min
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 or real property.		2 min
Housekeeping and Adjournment		