Leadership Learning Academy – Layton Community Council Meeting Minutes

Date: February 10, 2026
Time: 5:00 PM
Location: Virtual Meeting

1. Call to Order
The meeting was called to order by Lauren Burns. A motion was made to begin the meeting and was approved unanimously.

2. Attendance

- Lauren Burns – Chair
- Melissa Macchia – Principal
- Tonya Goddard – Vice Chair
- Anne Probasco – Parent
- Jamie Frampton – Parent
- Carly Rowe – Parent
- Jessica Kjar – Parent

3. Mid-Year Reading Data (DIBELS Update)

Principal Macchia presented mid-year DIBELS reading proficiency data.

Schoolwide Goal: Increase reading proficiency by 2% from beginning to end of year.
Progress: Already increased 2% by mid-year (63% → 65%).

Grade-Level Breakdown:

- **Kindergarten:** 39% → 64% (+25%)
- **1st Grade:** 61% → 63% (+2%)
- **2nd Grade:** 73% → 66% (-7%)
- **3rd Grade:** 57% → 57% (no change)
- **4th Grade:** 44% → 55% (+11%)
- **5th Grade:** 45% → 49% (+4%)
- **6th Grade:** 85% → 85% (maintained high proficiency)

Only four sixth-grade students are currently in the "red" (high-risk) category. The council expressed strong support for the growth shown, particularly in kindergarten and fourth grade.

End-of-Year Testing: Scheduled for late April or early May, coordinated around RISE testing.

4. Land Trust Funds Update

Principal Macchia announced the school has been allocated **$99,161** in Land Trust funds for next year (approximately $20,000 more than last year).

Current Use of Funds:

- Reading intervention program
- Supplemental instructional materials
- Intervention staffing

Nearly all students participating in interventions demonstrated typical growth by mid-year.

Proposed Direction for Next Year:

- Continue strong focus on reading
- Expand intervention services to include:
    - Reading comprehension (especially for grades 4–6)
    - Fluency development
    - Vocabulary (Tier 2 focus)
- Purchase high-interest decodable fiction and nonfiction texts
- Increase staff support for small-group comprehension instruction

Council consensus supported continuing the reading focus rather than dividing funds to include math at this time.

5. Reading Programs and Resources

Accelerated Reader (AR)

- Funded through a separate budget (approx. $5,000–$7,000 annually).
- Positive student engagement across grade levels.
- Goals can be individualized, including for special education students.
- Kindergarten AR tests are administered orally with parent support.

Council discussed:

- Continued promotion of AR participation.
- Encouraging teachers to utilize Scholastic Book Clubs to build classroom libraries.
- The motivational benefit of gamifying reading.

6. Literacy Night Planning

A Literacy Night is being planned. Proposed components:

- Parent education session (how to support reading at home)
- Classroom literacy activities (e.g., Reader's Theater in kindergarten)
- Support for parents using:
    - AR
    - ParentSquare
    - Aspire
    - Lunch payment systems

Council discussed incorporating technology training sessions into:

- Literacy Night
- Parent-Teacher Conferences
- Back-to-School Night

There was strong agreement that improving parent familiarity with communication platforms would increase engagement.

7. Parent Communication & Engagement

Discussion focused on:

- Encouraging families to read weekly Smore newsletters.
- Monitoring Smore analytics to track engagement.
- Potential PTO post reminding parents to review school communications.
- Providing structured help sessions for navigating school platforms.

The council emphasized that increasing parent understanding of systems (AR, ParentSquare, etc.) will likely increase student success.

8. Book Fairs & Reading Promotion

Two successful book fairs were held. Teachers are utilizing Scholastic Book Club class codes to:

- Consolidate orders
- Avoid shipping fees
- Earn points for classroom libraries

Council supports encouraging broader teacher participation in Scholastic Book Clubs.

9. PTO Updates (Reported by Carly Rowe)

- **Arby's Fundraiser:** February 11 (West Haven location on Midland Drive)
- **Skate Night:** Scheduled for March 17
- **"Don't Bother Me" Fundraiser:** April 13-17 (direct donation fundraiser)
- **Movie Night:** Recently held (only 11 families attended)
- **Spring Clubs:** Currently low volunteer participation; cancelled. Looking into requiring volunteer hours again for next year.
- **Next Year:** Fun Run fundraiser planned (every other year rotation)

Identified School Need:

- Replacement laminator (to be considered for fundraiser funds)
- Pallets of Paper for staff
- Misc. Supplies for staff/teachers.

10. Motion to Approve Previous Minutes

A formal motion was made to approve the minutes from the previous meeting.
Motion was seconded and approved unanimously.

11. Adjournment

Meeting concluded following open discussion of upcoming events and literacy initiatives.