



**Athlos Academy**  
UTAH

## Athlos Academy of Utah Board of Directors Meeting Minutes

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Date: **19 September 2018**

Time: **6:30pm**

Location: **12309 South Mustang Way, Herriman, UT 84096, Room 202**

### Attendance

***bold** indicates present*

- **Bethany Zeyer**
- **Josh Cummings**
- **Jake McCrea**
- **Gary Hansen**
- **Ben Hyink**
- **Jeana Bonner**
- **Eric Christensen**

and also **Alan Anderson, Jeff Gunther** (aka Dr. Jeff), **Jeff Herr** and **Darin Knicely**

### Standing Items

Called to Order: **6:31pm**

Approval of Virtual Meeting: *N/A*

*Motion to Approve of Meeting Minutes from August 15th and September 4th by Gary:*

Seconded by: **Josh** For: **7** Against: **0**

### Public Comment

None

## Board Development

### Monthly Board Development - Governance vs Management

*by Jeff Gunther*

Dr. Jeff (Gunther) shared a checklist with each board member for them to review during the presentation.

At a high level, the board ensures that the school keeps running in accordance with its mission and vision; they are stewards of the mission and vision.

**For example, each board member should have read the charter, while school administrators probably haven't. They are removed from implementation to allow them to be aware of mission drift.**

What about a flag pole for an Athlos flag?

The board engages in strategic planning, financial stewardship, and ensuring the stability of the board.

The board also needs to be self-sustaining. It self-recruits and self-trains.

Dr. Jeff then took the board through an exercise where we each filled out the checklist regarding where we thought Board vs Admin.

The board then discussed with Dr. Jeff which bullet point ought to fall. Some items which were discussed in some detail were curriculum selection, student performance monitoring, and compliance issues.

Ben pointed out that if the administration presented something to the board that the board felt was outside parameters, they wouldn't take over selection of, say, the curriculum, but would simply indicate that admin should come back with another proposal that is more in line.

Eric performed admirably on the assessment.

## Committee Reports

### Director's Report

*by Jeff Herr*

Jeff reported that enrollment is stable and currently at 954.

Jeff explained how he is approaching norovirus. We have fewer than 10 students who experienced symptoms.

He then went over DIBELS testing, finishing ahead of schedule.

The school is trying out allowing the middle schoolers to eat outside.

He wrapped up updates by explaining the new kindergarten policy.

Jeff then reviewed Touchbases, a pattern Jeff has developed over the years as an administrator. This pattern is a regular 30 minute informal discussion with each teacher. It focuses on performance, career development, commitment to the model and brand of the school.

Then, Jeff talked about the September Professional Development session and what was covered, namely the SpED student referral process and paperless classroom.

Jeff also updated the board on a Special Education Complaint. And on Lisa Arbogast's role in helping out.

The board talked briefly about upcoming events at the school, and discussed a few of them.

## HQ Report

*by Jeff Gunther*

Dr. Jeff updated the board on HQ support. He highlighted the new athlosutah.org website and HQ's efforts to balance hiring requirements.

He also talked about their support with start-of-year efforts including testing, attendance, etc.

He then referenced preparations HQ made for changes to the budget.

Jeff also announced that he is moving to Teach for America, leaving Athlos HQ.

## Enrollment Report

*by Jeff Gunther*

Dr. Jeff reviewed enrollment numbers in greater detail.

Bethany asked about retention rates, and Dr. Jeff reviewed them. Athlos was recognized for its within-year retention rates.

Ben brought up a concern about how we were projecting 995 and then missed by about 40 students. Josh brought up no-show rates and how they aren't represented in the projections and that it would be better if we could.

## Financial Report

*by Jeff Gunther*

Dr. Jeff reviewed the budget and where we are sitting and what budget items are naturally high at the beginning of the year and which are on track.

Josh asked about utilities and about telephone and internet running a little hot.

#### Motion to accept the July 2018 Financials by Eric:

Seconded: **Ben** For: **7** Against: **0**

## Discussion Items

### Student Performance

*by Jeff Gunther*

Dr. Jeff reviewed two metrics that we should be paying attention to, the first being proficiency, and the second being median growth percentile.

Eric asked about what the State Board looks at, and Jeff responded performance as well as growth (how are kids growing in the learning on average).

Dr. Jeff reviewed Athlos's proficiency and median growth percentile numbers.

The board discussed how we compare to other schools, especially surrounding charter schools. Athlos performs very similarly to other charter schools in the city, though it may not be perceived that way in the community.

Dr. Jeff reported movement of student scores relative to number of years at Athlos, and the board discussed localized movement in the data and what could cause said movement.

Darin added that we want to look at movement from 1 to 2 and from 3 to 4 proficiency levels, because that is a good indicator that interventions are working.

Dr. Jeff reported on our early literacy scores and how strong growth-wise they are (83.5%) relative to the state goal (47.8%).

### SpED Transportation

*by Jeff Herr*

Jeff reminded the board of past discussions about purchasing a van to assist with student transport. Alan reviewed costs with the board.

The board also discussed long-term usage of the van and whether it is possible. Also discussed future ramifications of school focus.

### Governance Report

*by Jeff Gunther*

Dr. Jeff pointed the board to the packet.

## School Facility Expenditures

*by Bethany Zeyer*

Bethany and the board talked about a second bike rack.

## Board Goals

*by Bethany Zeyer*

Bethany handed out a worksheet to help each board member consider what goals we should have for the board.

And the board spent a few minutes individually filling it out.

Eric made sure all of his goals were SMART goals.

Bethany asked about what goals we thought of.

For Prepared Mind, the board talked about books and research that informed the creation of the Athlos model. And about the training modules available.

For healthy body, the board talked about how to recruit more board members. And how to get formally trained. Maybe we should get to know the board members personally.

For Performance Character, the board discussed being better prepared for the board meeting by reading the packet a few days before. And we need to make sure that we try to take a proactive role in meetings. Ben talked about raising the level of optimism, and Josh mentioned that hearing real-kid anecdotes from Esther was very helpful and wondered if Jeff thought it would be a good thing to continue. Eric mentioned that it would be good to volunteer at events, help clean up, etc.

For Finances, it could be to be in the black so we can have a board budget. And be more financially-aware.

For Marketing, the board talked about finding out-of-the-box ways to market the school. Jeff mentioned some things that the school is looking into.

For Gratitude, the board discussed how the board might acknowledge superior performance. Take an opportunity to thank a teacher or board member. Quarterly presentation of achievement to a staff member.

For Policy Observance, the board discussed bringing up policies regularly. Maybe review the charter agreement on a regular basis.

After discussing, the board talked about how to select the goals.

Ben added that it might be good to have a community goal. Is there a way the board could serve the community?

Ryan added that happy patients will share when asked, unhappy patients will tell 10 ppl.

Josh asked if Athlos uses services like Podium?

## Action Items

### Early Literacy Plan

*by Jeff Herr*

Jeff presented the Early Literacy Plan. Josh asked a couple of questions about the wording of the goals

#### Motion to Approve Early Literacy Plan by Eric:

Seconded: **Josh** For: **7** Against: **0**

### Board Member Elections

*by Bethany Zeyer*

#### Motion to elect Jake McCrea, Gary Hansen, and Ben Hyink as board members by Bethany:

Seconded: **Eric** For: **4** Against: **0** Abstain: **3** (The three being voted on)

### Board Officer Elections

*by Bethany Zeyer*

Bethany nominated as Board Chair by Gary, seconded by Bethany Josh nominated as Vice Chair by Gary, seconded by Bethany Jake nominated as Treasurer by Bethany, seconded by Eric Jeana nominated as Secretary by Josh, seconded by Eric

#### Motion to Appoint Nominees to their Respective Positions by Josh:

Seconded by: **Gary** For: **7** Against: **0**

### Board Committee Elections

*by Bethany Zeyer*

Jeff reviewed what we had slated last board meeting for potential assignments.

The board discussed the needs around Governance and FACE since we only have one. Jake volunteered to be on Governance. Bethany volunteered Ben to be on FACE.

### Resolved Committee Assignments

Jeana Ben - FACE Jake Gary - Finance Ben Josh - Academics Eric Jake - Governance Gary  
Bethany - Safety

**Motion to Appoint Board Members to Assigned Positions by Bethany:**

Seconded: **Ben** For: 7 Against: 0

**Motion to Enter into closed session for the reason prescribed in the agenda by Josh:**

Seconded: **Jake** For: 7 Against: 0

Re-entered open session at 9:48pm

Next meeting is at October 24th @ 6:30pm

Motion to adjourn @ 9:50pm: **Josh** Seconded: **Gary** For: 7 Against: 0