



**ATHLOS ACADEMY OF UTAH
BOARD OF DIRECTORS MEETING
AGENDA**

Date: Thursday, April 11th, 2019 Time: 6:30 PM to 9:30 PM
 Location: 12309 South Mustang Trail Way, Herriman, UT 84096, Room 124

Board Members	
Bethany Zeyer	ABSENT
Josh Cummings	X
Ben Hyink	X
Jake McCrea	X
Eric Christensen	X
Gary Hansen	X
Others	
Board Clerk: Courtney Haacke (X) School Leader: Jarom Airhart (absent) Athlos Academies: Darin Knicely(X), Jill Turgeon (ab), Bobby LaBorde (ab), Dominick Clayton (ab) Charter Solutions: Alan Anderson (X)	

The meeting was called to order at _call to order 6:38pm _____

Item #	Topic	Description	Who
1.0	Call to Order- 6:30pm		
1.1	Pledge of Allegiance	Motion to add action item discuss change in enrollment caps by Eric, Ben second all in favor add 7.5 enrollment caps	Josh Cummings
2.0	Public Comment- 6:32pm		
3.0	Teacher and Student Recognition- 6:40pm		
3.1	Staff Recognition	Julian McNeil-Jones Mr. Knicley showcased Mr. McNeil-Jones	Josh Cummings
3.2	Student Recognition	Sophie Trinh Mr. showcased Sophie	Josh Cummings
4.0	Consent Agenda- 6:55pm		
4.1	March 14, 2019 open session minutes	Propose approval of minutes from March 14, 2019 open session meeting Moved to motion by Josh. Motion to approve minutes by Gary March 14th, 2019 meeting minutes and closed meeting minutes March 14th, 2019, second by Ben, all in favor, none opposed.	Josh Cummings



4.2	March 14, 2019 closed session minutes	Propose approval of minutes from March 14, 2019 closed session meeting	Josh Cummings
5.0	Administrative Reports- 7:05pm		
5.1	Executive Director Finalist Interviews	<p>Small groups will report to the board/ board interview questions</p> <p>Dan, Susan, and Andrea reported regarding strengthens Liked SPED background since Athlos is so high in SPED students, liked examples given for data and dealing with staff 3 strikes there out. Thought she showed great social intelligence. Liked being visible and approachable. Liked that she was willing to get down and put in the extra work she is showing that now because she is wearing multiple hats currently.</p> <p>Board asking Mandy questions. Ben asked about budget experience, she expressed only managed budget during SPED experience. She stated she is the curriculum director; said she can use that experience of diving into something she has not done before has allowed her to know she can tackle a new task by diving in to piece by piece. She will take on budget similar attitude.</p> <p>Gary asked at bullying. She said she first defines with students is it bullying or conflict, if true bullying she has a form she goes over with the children. She said with behavior you always refer to policy. If you stay on the policy no matter what you cannot fail.</p> <p>Josh asked experience on marketing. She stated data driven intuition and good scores matter to marketing and word of mouth. Get out in the community, get to know your area. Using Facebook and community events.</p>	Abby Fereday



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		<p>She said she would have a learning curve.</p> <p>Josh asked why do you think people leave or drive them away and what can you do to keep them stay. She stated helping jr high have a transition to high school.</p> <p>What would do in the first 30 days? Asked by teachers in room. She stated clear communications, good training, school culture training, team building, and organization. She would also like to go to every classroom every day and be visible.</p>	
5.2	Director's Report	<p>Update on progress on key priorities at AAU</p> <p>Current as of 4/8 =941 Returning= 770 New offers = 217 (139 filled out reg)</p> <p>Advised if he stopped today we could do 970 but we are not coming</p> <p>Showcased most recent community relations assemblies and field work</p> <p>Hold Spanish open house April 30th</p> <p>New horseplay policy in place PTO meeting was held Griffin Chronicle 4/1</p> <p>Updated New employees and employee transfers</p> <p>Facility updated Plumbing issue in older grade rest room. More information to come regarding plumbing.</p> <p>Josh asked if we have different rates for different groups?</p>	Darin Knicely



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		<p>Alan stated school rate, nonprofit rate with documentation, and commercial rate. All need proof of insurance. Gary wants to know why they are leaving their current issues? Darin said he has not been able to hear back. Alan said they are building out here and want to be closer to their building site. Board shared it could help with exposure.</p> <p>Darin stated attendance is an issue. He was told the board pushed back in the future. Josh stated that the board did not have a problem with the attendance letters but they did not like the verbiage. They thought the tone should be softer. Darin said it is</p> <p>Gary said he thinks we should wait and do it at the beginning of the next years. Darin stated he understands that but he says it is state law to send them out and that is why we have them to beginning with. We need to send them out even though we might get push back.</p> <p>Ben asked if we have staff attendance issues? Darin said he does not have those numbers but do have staff numbers but can get them. Stated we do have staff who have used all their PTO. He can get the information for the board and revisit.</p> <p>Josh asked why jr high so high with attendance issues. Darin said he thinks its 2 issues what we are doing for our students and teacher student relationships. Which they are addressing both issues.</p> <p>Academics- Darin explained all details referenced the Land and Trust and how we are going tot get our numbers up for scores. After school, extended</p>	
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		<p>school, all day kindergarten, specialists, more intervention tools, stipend for teachers for additional help for students.</p> <p>Culture: Horseplay policy working and helping reference the graph to show growth and change.</p> <p>Athletics: Coach Price showcased the volleyball team. Showcased a student that he thinks show excellent leadership within the team.</p> <p>Finance: applying for grants that we have not applied for before 4% increase per pupil reference</p> <p>Darin stated We are using a new Glen Dyke independent behavior specials for a student in SPED regarding a letter from the state on a SPED complaint.</p>	
5.3	Athlos Report	<p>Update on homecourt projects being conducted to support AAU</p> <p>Walked through Homecourt guidance and support and what they did for Athlos with dates and support details.</p> <p>Josh asked what is the Jazz helping with. Justin said it helps with aligning all the online programs for jobs search that employees are searching on.</p> <p>Ben asked if we are going to be part of Herriman days? Yes we will do Herriman days, the parade and SOJO days as well.</p>	Jill Turgeon



5.4	Enrollment Update	<p>Enrollment Update Justin stated correction to board packet, it said not change but overall we went up 33 applicants.</p> <p>Josh wants to know what the enrollment was this time last year. Justin said he would look that up and report next board meeting.</p> <p>Jake said he did get some info from Tabitha regarding the above questions He advised the number of applications but Josh wants to know the number of currently enrolled students.</p>	Justin Mann
5.5	Monthly Financials	<p>Review January financial statements</p> <p>Alan went over all financials in detail and explained in detail.</p> <p>Grants have been applied for and waiting for reimbursements.</p> <p>Budging for 8% increase in health insurance</p> <p>Ben suggested retirement planning for staff, because statically employees are happier if they are planning for their future and are more secure.</p> <p>Alan said during professional development we do offer a finical planner.</p> <p>Josh and Ben suggested that he come out more than once a year.</p>	Alan Anderson



		<p>Alan stated there was a 7,500 vs 3,500 advertising issues. He thought it was 3,500 and Bobby at homecourt thought it was 7,500. Ben wants to know why does it need to be double.</p> <p>Darin said \$7,500 was what it was year one and year two. The budget was adjusted to balance and now we are just adjusting to make it accurate.</p> <p>Camille and Tabitha would be able to ask for the results statistics from what marketing worked vs what didn't to show justification for the increase in budgeting need.</p> <p>Alan stated we are going to delay to turn on the water due to all the snow.</p> <p>Alan explained time line for the next couple of months for financials and how the board will approve, adopt and accept.</p> <p>Finance meets May 9th</p> <p>Josh moves to motion February Finance 2019, Gary Motions to accept February Financials dated February 2019 as presented, Jake Seconds, all accepts none opposed.</p>	
6.0	Committee Reports-7:35pm		
6.1	Pillar Committee	Report Ben updated board on meeting	Ben Hyink
6.2	Governance Committee	Report Eric update board on meeting Josh stated to think about recruitment for next year	Eric Christensen
6.3	Finance Committee	Report Jake updated board on meeting, wants to make sure staff knows they are trying be more competitive with Jordan school district, he stated they	Jake McCrea



		are working on it and trying to get that info out asap. Next meeting May 9 th	
7.0	Action Items-7:45pm		
7.1	Policy 2009	<p>Virtual Participation in Meetings Jill said purpose was board to hold meetings virtually.</p> <p>Gary asked is there a copy sent out to review. Approved tonight?</p> <p>Josh asked for Motion to accept. Ben motion to accept policy 2009 change Second by Eric all in favor None opposed</p>	Eric Christensen/Jill Turgeon
7.2	Safety Committee	<p>Dissolution of committee</p> <p>Jill wanted to make sure that the board knows that every 3 years the safety plan will need to be reviewed and wants the board to think about who that person will be and or committee.</p> <p>Darin, stated it would go through the governance committee for the follow through but it would be up to the school leaders to implement the safety plan 3 year review.</p> <p>It should be done in MAY and will be add to the governance committee with flexibility</p> <p>Josh asked for Motion to accept. Gary motion to Dissolve the safety committee based on the reasons stated here tonight. Second by Jake all in favor None opposed</p>	Josh Cummings
7.3	Governance Committee	<p>Appointment of new member(s) Josh asked for Motion to add Gary to the governance committee</p>	Josh Cummings



		Second by Ben all in favor None opposed	
7.4	Grievance Policy	Board desires to bring attention to this policy. No changes expected. Ben wants to review the grievance policy, with a board member and or dean of culture. No action needs to be taken. Ben just wants to make sure that all people and or staff members reference the grievance policy and follow it. Jill advised that the director handle all grievance and reiterating to staff to follow the grievance policy. NO action needed 7.5 added by motion at beginning of meeting Darin requested change 7th 70 students move down to 60 8th 30 students move up to 45 seats In the end it will give 2 sections in 7 and 2 in 8. Keeping classes even and balanced. Ben wants to know when this was last approved. Answer: prior to lottery Ben, what was the number at that time? answer: do not have that info Accept motion ben asked for Motion to accept Second by Eric all in favor None opposed	Ben Hyink
10 Minute Break- 8:00pm Pass on break			



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8.0	Board Training- 8:10pm		
8.1	Debate	<p>Proper use of Roberts Rules of Order for debate (discussions) in a board meeting; RRO QT- Quorum 8:50 Ben left Ben returned at 8:51 Eric Left at 8:52 Eric Returned at 8:53</p> <p>Jill went over ways to have a Debate proper according to Roberts Law.</p> <p>Josh wants to know if there are better orientations that make it more comfortable. Jill gave a few suggestions.</p> <p>Josh asked for examples of how to move things along in a polite matter of how to “call to question” Jill gave an example of how to handle that situation</p>	Jill Turgeon
9.0	Discussion Items- 8:25pm		
9.1	Middle School Grades	<p>Questions on middle school grading procedures</p> <p>Jake left at 9:02 Jake returned at 9:07</p> <p>Standard base grading and transitioning to high school. Explained why Athlos uses Four Point grading scale. Aligns with standards on a curriculum map and paces the map per quarter. Allows the students to grow overtime. Outline the ideal development progression.</p> <p>Advised there will be more training for the teachers on how to align curriculum and lesson mapping</p> <p>Josh asked is the instruction phase 1 is given to the teacher and reflected in how the teachers are trained. What kind of resources or pacing guide to the teachers have to learn this themselves?</p>	Darin Knicely



		<p>Darin clarified with examples.</p> <p>Eric left at 9:25 Eric returned at 9:33</p> <p>Darin explained instructional phase 2. Darin stated will be addressing the four-point grading system so that the schools grade book is all on the same page and that is aligned with the school.</p> <p>Josh expressed that it has been communicated from Athlos HC that they wanted students above grade level. If that is the case then students would be all at 4s. He thinks they may be not aligned with what HQ wants to see and how it is being done.</p> <p>Darin stated we are looking at accelerated and gifts in a separate grade book. Also offering honors for 7-9th grade. He said he understands it is still an issue and they will look at the testing scores as well as</p> <p>Josh says he wants to make sure we communicate with parents.</p> <p>Josh said he is wondering how citizenship will be addressed for jr high students to transfer to high school.</p> <p>Darin stated we need to use Cumulative record check list and this needs to be addressed. This needs to be done and used and kept up to date. This is currently not being done. This will be ordered and updated.</p>	
9.2	Bylaws	<p>Review for possible revisions</p> <p>Name changes for vice chair to change name to chair elect. Josh asks that governance committee tackle this use.</p> <p>Discussed end of term to be talked about at governance committee</p>	Josh Cummings



9.3	Policy Review	<p>4028 - Employee Leave Policy</p> <p>Eric spoke about black out days and it either needs to be defined or specific days need to be stated.</p> <p>Leave it up to admin or first come first serve basis?</p> <p>Jake stated wants to support admin the best. So not being so restrictive that there is a list of exceptions.</p> <p>Board agreed black out days need to be clearly posted and given to the staff asap. Up to admin for a exception of an life event.</p> <p>Language will be ready for next year at beginning of year for teachers with PD</p> <p>Discussion on having PTO to hourly worker's part time vs salary.</p> <p>A vote will be taken next month. Gary wants to vote it will go back to committee and then come to vote next month board meeting.</p> <p>Board went around and stated opinion to remove. All wanted it to be removed. It will be officially voted on next month.</p>	Governance Committee Chairperson
9.4	Policy Review	<p>4024 - Safety Expectations</p> <p>Eric stated they want to re right the policy for more overall safety in the school.</p> <p>Josh is wondering if this is on the scheduled for regular review? Eric stated yes and it will come up for vote next meeting.</p> <p>Josh is asking what feedback they are looking for from the board when they are asking the board to rewrite an entire policy? Jake stated he is hoping that everyone will look and read it to the entirety to make an educated decision.</p> <p>Josh wants to know if you looked at other policies to double check that no other policies will be impacted due to the rewritten.</p>	Governance Committee Chairperson



		<p>They want to know who rewrote the policy and why was it rewritten. Jill stated very often policy are rewritten due to change in legislature.</p> <p>Eric asked for more information to be entered on WHY these policies are being rewritten.</p> <p>Josh wants to make sure we are making sure we are practicing good hygiene and making sure we are giving the governance committee has enough time to really look at and dissect the policy rewrites.</p> <p>This will go back to committee and then out for a vote for next month's board meeting.</p>	
9.5	Election Process	<p>Propose addition to bylaws to reflect election process</p> <p>Jill went over the election time line and board member service years</p> <p>Board stated that they want to have the vote for future board members and not open it up to the public for vote until it is necessary.</p> <p>Open session closed at 10:25</p>	Jill Turgeon
10.0	Closed Session- 9:00pm		
10.1	Closed Session	<p>For the discussion of the character of an employee and for the discussion of the purchase of real estate.</p> <p>Eric made motion to called for closed session for the discussion of the character of an employee and for the discussion of the purchase of real estate.</p> <p>Ben Second</p> <p>All in favor None opposed</p> <p>Board recorder went to turn stop the general session recording and noticed it was not recording anymore. The minutes that the recording mistakenly stopped just</p>	



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		<p>after 7 pm unbeknownst to the board due to technical error</p> <p>Closed Session started Clerk left for the closed session</p>	
11.0	Adjournment- 9:30pm		

Next Regular Meeting: **Wednesday, May 15th, 2019**

Adjournment: