



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

**AGENDA**

Date: Wednesday, August 21<sup>st</sup>, 2019 Time: 6:30 PM to 9:30 PM  
 Location: 12309 South Mustang Trail Way, Herriman, UT 84096, Room 124

Board Members	Present/Absent
Jon Cazier	X
Eric Christensen	X
Josh Cummings	X
Will Fountain	X
Gary Hansen	X
Ben Hyink	X
Jake McCrea	X
Others	
<i>School Leader:</i> Mandy Kartchner (X ) <i>Athlos Academies:</i> Darin Knicely( X), Jill Turgeon ( X ), Tabitha Bowers( X), Justin Mann ( X ) <i>Charter Solutions:</i> Alan Anderson ( X ) <i>Board Clerk:</i> Courtney Haacke ( X )	

The meeting was called to order at \_\_\_ 6:31 pm \_\_\_

Item #	Topic	Description	Who
<b>1.0</b>	<b>Call to Order- 6:30pm</b>		
1.1	Pledge of Allegiance	Invited special guest to conduct the pledge	Josh Cummings
<b>2.0</b>	<b>Officer Elections- 6:32pm</b>		
2.1	Election of Board Chair *Board Chair Josh nominated Ben for Chair Ben accepts Gary nominated Josh, Josh Accepts Jon nominated Ben Gary made motion to close nomination Jake seconded the motion		



	<p>Jill asked for a motion to select. Josh moved to elect Ben to the Elect Chair of the Board Second by Gary Josh asked to make a statement that Ben has served faithfully on the board. Spoke about Ben's skill set and how the board would benefit from having him as a the Board Chair Jill asked all those in favor None opposed Ben appointed new Board Chair.</p>
2.2	<p>Election of Vice Chair *Vice Chair Gary nominated Josh for Vice Chair Josh accepted Motion to close nominations by Eric Ben made motion to elect Josh as Vice Chair Second by Jake All in favor None opposed Josh nominated Vice Chair</p>
2.3	<p>Election of Treasurer *Treasure Jake nominated Gary for board Treasurer Gary accepts Motion to close nomination for Treasures by Josh Second by Eric Jake made motion to nominate Gary for Board Treasure Second by Will All in Favor None Opposed Gary nominated to Board Treasurer</p>
2.4	<p>Election of Secretary *Board Secretary Josh nominated Jon for Secretary Jon accepts Gary made motion to close the nomination for board Secretary Gary made motion to elect Jon Second by Will All in favor No Opposed Jon nominated Board Secretary</p>
<b>3.0</b>	<b>Public Comment 6:47pm</b> <b>None noted</b>
<b>4.0</b>	<b>Consent Agenda- 6:52pm</b>



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4.1	July 10, 2019 open session minutes	Propose approval of minutes from July 10, 2019 open session meeting  *Action Items needed to be noted in the meeting minutes Josh makes motion to accept the agenda Second by Will All in favor none opposed	Board Chair
4.2	Policy 8002-LAND	Approve changes to Policy 8002	
4.3	Policy 4025- Code of Conduce	Approve changes to Policy 4025	
4.4	Policy 6204 Instruction in Maturation and Human Sexuality	Approve changes to Policy 6204	
4.5	Athlos Report	Monthly report on support provided by Athlos Homecourt	Darin Knicely
<b>5.0</b>	<b>Administrative Reports- 6:55pm</b>		
5.1	Director's Report	Update on progress on key priorities at AAU  Mandy stated Enrollment seems to be up and down. Students coming in to enroll and withdraw, evening each other out.  Ice Cream social had a great turn out. Courtney is training a new person Skyla for tours and taking over tours and social media along with home court.  Back to School night went great. Standing room only in the gym and a great turn out.  Academics: August 30 <sup>h</sup> first accept I-reading in math and Reading, and due each month. Special Education services have a new program that will help Reading, we have added 4 <sup>th</sup> grade to the	Mandy Kartchner



		<p>testing which will bring test scores up.</p> <p>Intervention for 5<sup>th</sup> and 6<sup>th</sup> students Letters were sent home to families explaining what this means for student.</p> <p>Notice of concern: Update letter to Michael Clark, each month she will send updates. Last email from him was dated August 6<sup>th</sup>.. He stated to use the Charter School accountability frame work. Mandy explained and read the email received from Mr. Clark as well as his concerns. -Gary asked for clarification for who is submitting this update. - Mandy stated, herself, someone for Athlos Academies and someone from the board. Before she sends the next email she will submit it to Ben for review and then send to Mr. Clark.</p> <p>Committees: Jarom Airhart FACE Awbree Summers Pillars Committee Alan Anderson Finance Committee Mandy Katchner Governance Committee Mandy Katchner will still attending the board.</p> <p>New Character Pillar assembly for all students. No more student of the week. There will be a big assembly every term to celebration the Character's pillar. The parents will be invited to a ceremony on their behalf and the teachers will be selecting the students.</p> <p>Extended Day Kindergarten 40 total students 5 students on scholarship</p>	
5.2	Monthly Financials	<p>Review monthly financial statements No findings in the Audit Modification made letter of the state. Cash on hand, now does not take into account any restricted funds.</p>	Alan Anderson



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		<p>Alan explained the Accounting Report Cash on hand is 60 (unrestricted) Closing Zion bank account and transferring money.</p> <p>Alan wanted the board to be aware that the state would like our food cost per meal to go up by a dime. But we are already over the reserve fund. The money needs to stay in the nutrition department and needs to be spent.</p> <p>The full audit will be done by Halloween and the state auditor can come and do an audit report or Alan can report.</p>	
5.2	Receive Monthly Financials	<p>Vote to receive monthly financials</p> <p>Ben entrained motion to accept the monthly financials</p> <p>Josh made motion to move to accept the month financials report</p> <p>Second by Jake</p> <p>All in Favor</p> <p>None opposed</p>	Board Treasurer
5.3	Recruitment Update	<p>Review of recruitment efforts</p> <p>Tabitha explained the recruitment year over year since Athlos opened</p> <p>Highlighted issue of 30% of non-return rate which went up to 32%</p> <p>Went over snapshot of how recruitment was done and the continuing efforts being made.</p> <p>Referrals are coming from: Friendly and Family, the building and social media for 2018-2019 school year</p> <p>Tabitha went offer digital efforts and on the ground efforts.</p> <p>Josh asked question regarding the Herriman days if we were in the parade.</p> <p>Tabitha said we had no participation</p>	Tabitha Bower



		<p>from staff so were unable to attend. Jake clarified we had high percentage of non-returns and wants to know what the other schools are at. Wants to add an ACTION ITEM to find that out.</p> <p>Tabitha continued to go over the next 3 months of recruitment plan. Starting in October they will focus on retention and highlighting the lottery.</p> <p>Josh asked about the disparity year after year of friends and family referrals are going down. Josh asked if they have looked at “saturation” issues. Tabitha said she could look into that data with the operation team. Eric is more concerned that students are leaving and the data of students coming in.</p>	
<b>6.0</b>	<b>Committee Reports-7:15pm</b>		
6.1	Pillar Committee (5 min)	<p>EPS evolution, how Athlos Academies is doing with the services. Ben said over the next 3 months they will evaluate how the MSA is being done.</p> <p>Gary stated that in the Governance committee they want to make a motion to organize a calendar to set up with teachers and staff to account for what Athlos Academies is fulfilling and how they are doing.</p> <p>Gary made a motion for Mandy to coordinate with her staff to answer with her staff what is being asked on the current agreement. Ben said he can add it as an ACTION ITEM.</p> <p>Mandy said we need to look the committee meetings and make sure we are looking at what each</p>	Ben Hyink



		committees purpose is. Ben said he would make that an ACTION ITEM.	
6.2	Governance Committee (5 min)	<p>Eric stated they talked about the language in the policy about allowing for proficiency with testing. All aligns with state guidelines.</p> <p>Ben asked to clarify. A committee can take action for the school leader to fill out the ESP and say it has already been decided? Jill stated, no. The committee can take a vote for a recommendation but cannot speak for the whole board.</p> <p>Gary left the room at 7:52 Gary returned at 7:53</p>	Eric Christensen
6.3	Finance Committee (5 min)	<p>Jake reported they met on end of year financial and talked about Athlos Academies MSA. End of year came out higher then what they were expecting. He said this coming year looks good as well but we still need to watch it due to anomalies. Jake said we are at Hold Harmless, and could the HH ding us. Fiscal year is July to June.</p> <p>Ben asked do we know what that would be if we were paying the full lease rate. Jake stated we can look into that. Make ACTION ITEM to look into further.</p>	Jake McCrea
<b>7.0</b>	<b>Action Items-7:30pm</b>		
7.1	Appointment of Board Committees (20 min)	<p>Jill went over the committee member guidelines in regards to appointing members.</p> <p>Appoint board members to committees:</p> <p><b>Finance</b> Jake Nominated Gary</p>	Board Chair



		<p>Gary nominates Jon and Jake Jon accepted Gary accepted Jake accepted Eric made motion to elect Jake, Gary and Jon to the finance committee Will second all in favor non opposed</p> <p>Josh made motion to make Gary Finance Chair Will second All in favor None Opposed</p> <p><b>Governance</b> Josh nominated Eric Eric nominate Josh Will self-nominate Gary made motion to elect the three mention Eric, Josh and Will to the Governance committee. Second by Josh All in favor none Opposed</p> <p>Josh made motion to elect Eric as the Governance Chair Will second All in favor None Opposed</p> <p><b>Pillars</b> Gary nominated Ben Josh nominated self Will made motion to nominate Josh and Ben to the Pillars Committee Second by Josh All in favor None opposed</p> <p>Josh nominated and makes motion to make Ben the Chair of the Pillars Committee Second by Jake All in favor none opposed</p>	
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7.2	Appointment of Committee Chairs (10 min)	Appoint chairs for each committee	Board Chair
7.3	School Board Calendar (10 min)	<p>Propose approval of 2019-2020 board calendar</p> <p>Jill went over the calendar of when each committee will be meeting.</p> <p>Times are subject to change on both options but the dates are what you are looking at and voting on.</p> <p>Gary recommends the finance meeting does not meet in October because they do not have info back yet that is needed. He wants to eliminate the Oct meeting for October.</p> <p>Gary makes motion to accept option B noting that the Finance Committee will not meet in October. Second by Jake No discussion None Opposed</p>	Board Chair
<b>10 Minute Break- 8:20 pm</b>			
<b>8.0</b>	<b>Board Training- 8:30 pm</b>		
8.1	Board Training (10 min)	Working with the Executive Director	Jill Turgeon
<b>9.0</b>	<b>Discussion Items- 8:40 pm</b>		
9.1	SCSB Notice	<p>SCSB Notice of Concern Update</p> <p>Mandy asked if there were any more questions from what was already previously stated. No one had additional comments or questions. The next email will be sent next Friday.</p> <p>*Went over in detail during the Director Report.</p>	Mandy Kartchner
9.2	ESP Evaluation Tool	<p>Discussion of ESP Evaluation Tool</p> <p>*Went over in the Directors Report and during the Committee Reviews</p>	Darin Knicely



<b>10.0</b>	<b>Assignments 9:00 pm</b>		
10.1	Board Member Assignments	<p>Review of board member assignments in preparation for next month's meeting</p> <p>*Defining "specials" by Mandy *Define retention rate by Tabitha (Eric said he did find something online showing 18%) *purpose for each committee by Mandy</p>	Board Secretary
<b>11.0</b>	<b>Closed Session 9:10 pm</b>		
11.1	Closed Session (10 min)	<p>For the purpose of the discussion of the character, professional competence or physical or mental health of an individual</p> <p>Ben would like to vote to NOT go into closed session. Would like to recommend that the grievance letter regarding Athlos Academies go to a committee meetings and not be discussed in a closed session. Gary said he has never seen the letter. Gary, Jon and Will all then stated they have not seen the letter. Eric said he does not think that it should be a finalized in a committee. Eric does not feel that the committee should be able to speak on behalf of the whole board regarding the grievance letter.</p> <p>Eric makes motion that the committees do the following in regards to the grievance letter Finance see property tax Governance committee for board conduct. Pillars committee enrollment and re- tainment.</p> <p>If the committee recommends that closed session is needed they can bring it to the board for recommendation.</p>	Board Chair



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		Ben asked if anyone had any questions or concerns. None were noted	
<b>12.0</b>	<b>Adjournment- 9:30pm</b> Gary made motion to close the general meeting Second by josh All in favor 8:40 adjournment		

Next Regular Meeting: TBD

**Adjournment:**