



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

Date October 17, 2017

Time: 7:00 PM

Location: 12309 South Mustang Trail Way, Herriman, UT 84096, Room 124

Board Member	Present/Absent
Andy Lavin	Present
Todd Bingham	Absent
Bethany Zeyer	Present
Josh Cummings	Present
Rob Ninow	Present
Jeana Bonner	Present
Eric Christensen	Present
School Leader: Esther Thompson (x) Athlos HQ: Jeff Gunther (x), Jonathan Gillen (x), Chris Hammill (x) Charter Solutions: Alan Anderson (x); Rich Eccles () Other: Ben Hyink	

The meeting was called to order at 7:07 pm.

Topic	Discussion/Conclusion	Notes
Approval of Meeting Minutes	Approval of September 19, 2017 Meeting Minutes	Motion to approve the minutes from September 19 th by Josh. Second by Eric. All in favor: unanimous opposed: none.
Public Comments	Opportunity for Public Comment	None.
Board Development		
Monthly Board Development	Norms for Reviewing Academic Data	Jeff Gunther: set the standard for reviewing student performance data. 1. Avoid coming to the conversation with an agenda. 2. Keep it objective. 3. Place equal weight on all individual's contributions. 4. Remain focused on what we can control. 5. Focus on solutions. 6. Understand how to learn from success as well as identify areas of weakness. 7. Keep an open mind. 8. Always remember the private nature of student data.
Committee Reports		
Director's Report	Community Relations; Employee Updates; Facilities; Academics; Finance	Esther Thompson: October 1 st enrollment count is 874. We are still giving tours everyday to potential students. There are many activities going on at the school to enrich the community feel of the school. The online social media uniform giveaway has been a big success with positive feedback about the school. KEEP testing (kindergarten entry and exit profile) is new this year. iReady is an adaptive assessment program where the questions will get easier or

		harder for the student to help establish what their learning level is. Athlos is in the purchasing process for the iReady program. Athlos has a large number of aggressive children. Our special ed director applied for the Aggressive Behavior Technical Assistance grant and got it. It is not a monetary grant, but is invaluable training that will go all year long towards helping staff and families. Utah has a new app called SafeUT, which is a confidential and anonymous two-way communication with crisis counselors to help, prevent suicide. This program will be introduced to our middle schoolers. Bethany asked if parental permission would need to be given. Esther is going to look into the answer to that question. Student led conferences have gone through training to be more effective and universal throughout the school.
Athlos Report	Athlos Supports and Project Updates	Jeff Gunther: Student recruitment plan. Julianna is going to be helping with Powerschool improvements. They are also trying to help with chronic absenteeism at Athlos Utah.
Monthly Financial and Enrollment Reports	September financial statements and enrollment update	Jonathan Gillen and Jeff Gunther: Cash on hand is \$1.3 million. Current ratio is 6.44 and number of days cash on hand is 76.09. Currently we are 18.3% of our yearly budget. Budget adjustments: we planned for 950 kids and we now have 874, so we have to adjust for the gap. All enrolled students from October 1 st on will lessen the financial impact on next year. Athlos is planning ahead for the adjustment to happen in March, so our fund balance will increase in anticipation for this budget rectification in March. Restricted fund balance of \$71K was carried over from SPED that will be spent this year. Esther said that our Special Ed needs are going up. Some of the big costs that are going to be lost in the adjustment are long-term sub (\$45,000), classroom/textbooks (85,000), Computer tech (40,000), plus other smaller cost items. Resulting in \$231,850.00. Internally we will notice this budget cut, but the parents and students really being hurt. The critical purchases had already been done, so the school will tighten the belt with as little impact on the students as possible. We will take 230,828.00 from the fund balance usage (unrestricted) totaling a budget cut of \$462,678.00. This will put our fund balance closer to that of other comparable charter schools. Rob asked what we need to do to overcome this. Jeff shared that next year will be easier because we have two years of data which will help us make better predictions.
Finance Committee Report	Financial Statements; Possible Budget Revisions	Andy Lavin: Repeat what was just shared in monthly financials.
FACE Committee	No Meeting this Month	Bethany Zeyer: none.

Report		
Academics Committee Report	No Meeting this Month	Jeanna Bonner: none.
Governance Committee Report	Policy Review; Board PD Plan	<p>Josh Cummings: They reviewed policy in their meeting. Eric and Josh met and interviewed Ben. They were impressed with his knowledge of education and felt he would bring a lot to what we are trying to do here at Athlos.</p> <p>Josh proposed that Ben be involved in the academics committee.</p>
Discussion Items		
Academics Review	DIBELS Beginning of Year Data	Esther Thompson and Jeff Gunther: Athlos received 66.1% proficiency, which is comparable to the state level. Our kindergarteners came in very high this year on their proficiency levels. Eric requested data that would compare our kindergarteners who are funded as half-day to other schools in Utah who have full day kindergarten. Transfer students we can compare their DIBELS testing before and after.
Review Policy Amendments	5102 – Enrollment Policy 5201 – Attendance Policy 5202 – Truancy Policy	<p>Esther Thompson and Jeff Gunther: there was a lack of clarity in the process of enrollment. There is more clarity on how we fill vacancies, and how the wait list is maintained: preference is given to siblings of Athlos students. Bethany asked that the governing board member should be put into the policy to have their students bumped up on the list. Another key piece that was added is the response for offer letters: if a person is not responsive after 10 business days, it will be considered as a no response. Attendance policy removed the 10 minute limit and replace with “timely verification.” There was also added a chronic attendance policy with a follow up with parents if this becomes an issue. Students are not given truancy if they are under the age of 12. The attendance policy will be the guide for the younger students.</p>
Action Items		
Title Application	Approval of UCA Application	<p>Esther Thompson: Utah consolidated the grant applications into one giant application. It is almost the same verbiage as last year. It must be submitted before November 1st. Josh mentioned that there were financial attached to each goal except for one. Esther said that she writes the goals and then charter solutions then inputs the financial numbers. Andy made a motion to approve the UCA application. Second from Jeana. All in Favor: unanimous. Opposed: none.</p>
Approve Updated Fee Schedule	Approve updated fee schedule for the 2017-18 school year to	<p>Jeff Gunther and Esther Thompson: The middle school fee was not charged this year, so they would like it stricken from the record for this year before it is submitted to the state. It wasn’t charged this year because it was brought to the board</p>



	reflect reduction in mandatory fees	after the registration was sent out. The recommendation is not to adopt. Bethany recommended that if they are going to ask the parents to pay this for the current year, it needs to be done preferably before the holidays.
Approve Updated Special Education Manual	Approve manual amendments based on new USBE rules	Jeff Gunther: The special education laws have a new manual and we have matched ours to theirs. This was read and approved by the state. Andy makes a motion to approve the new special education manual. Josh second. All in favor: unanimous opposed: none.
Board Elections	Annual Board Member Elections	Andy Lavin: Because of our bylaws we need to have Andy, Josh and Eric elected again. Bethany would like to make a motion that Andy, Josh, and Eric be elected as board members. Rob second. All in favor: unanimous opposed: none.
Officer Elections	Annual Board Officer Elections	Andy Lavin: Josh asked if any of the capacities could be combined. Andy responded that secretary and chair couldn't be the same thing. Todd was just appointed to another board that is a conflicting time with tonight's time. Andy has also asked that he not be considered for officer because of his own time commitments. Treasurer is potentially signing checks, and have a financial background. Secretary is to take meeting minutes and to handle all public postings. They also handle state record requests. Chair is to run the meetings and to have some signing privileges and the person that handles media. Vice chair handles the meetings in case the chair isn't there. Josh makes a motion that Bethany be the chair for the upcoming year. Andy second. All in favor: unanimous. Opposed: none. Andy makes a motion that Rob be the vice chair. Jeana second. All in favor: unanimous opposed: None. Bethany makes a motion that josh be the secretary. Andy second. All in favor: unanimous. Opposed: none. Josh makes a motion that Eric be the treasurer. Eric second. All in favor: unanimous. Opposed: none.
Committee Appointments	Annual Committee Formation and Appointments	Andy Lavin: The committees are finance, FACE, academic, & governance. Treasurer should be on the finance committee. Bethany makes a motion that Finance: Andy, Todd, and Eric. FACE: Rob Academics: Jeana, Josh and Ben, Governance: Josh and Eric. Andy seconds the motion. All in favor: unanimous, opposed: none.

Next Meeting: November 21, 2017

Adjournment: Andy made a motion to adjourn at 9:02 pm. Rob second. All in favor: unanimous. Opposed: none.