



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

Date: April 18<sup>th</sup>, 2017      Time: 7:00 PM  
Location: 12309 South Mustang Trail Way, Herriman, UT 84096, Room 124

**Attendance:**

Andy Lavin:	Present
Todd Bingham:	Present
Tyson Horrocks:	Present
Bethany Zeyer:	Present
Josh Cummings:	Present
Kelsey Sorenson:	Present
Jeana Bonner:	Present

Others Present: Rich Eccles, Alan Anderson, Jonathan Gillen, Esther Thompson, Eric Christensen, Bob Olah, Adam Tidwell, Rob Ninow

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**Standing Items:**

Called to order at: 7:08 pm.

*Approval of Virtual Meeting Participation:*

N/A

*Minutes:*

Motion to approve the minutes from the February 21<sup>st</sup> meeting by: Josh  
2<sup>nd</sup> by: Kelsey  
Discussion: none  
For: Unanimous  
Against: none

*Public Comment:*

N/A

*Board Development:*

Description of Development:

Understanding school finance: School budget is \$5.46 Million. Moneys come from: Federal-3%, State-94%, Local 3%. Funding amounts are based on grade level, increasing with each advanced grade level. Special programs funds are for the programs they are designated for. Local funds are: lunch fees, donations, etc.

Andy gave the reminder that each Board member needs to do their four UCAP modules before June.

*Director's Report:*

Key highlights:

Enrollment is filled. Each grade is waitlisted except for 7<sup>th</sup> grade. It is recommended that Charters not fill beyond 3% over capacity. Student led conferences was 93% attendance. Royce Van Tassell visited the school. Math Olympics-6<sup>th</sup> grade math teacher took a group of students to the Utah Math Olympics. Next year we will send 6<sup>th</sup> and 7<sup>th</sup> graders and will be a club that will train for the math Olympics. Career day was a success. There is a critical teacher shortage in Utah. Example BYU's graduating class for educators



is usually 800 and this year it is 300. We have done well at hiring teachers because of the positive reputation Athlos has created. Teachers are recommending other teachers come apply at Athlos. We are still looking for a CTE teacher for 7<sup>th</sup> grade. SAGE testing begins April 24. Proposed start and end times will remain the same except for Friday which will end at 1:55 pm. We received a letter from Brett Wood accepting the times on behalf of the city. Kelsey asked if the teachers have concerns about an earlier start time. The early release on Fridays will not add any additional days of school. This time will be used for teacher planning. Esther says she doesn't have a preference for either start time. Security for the front is finished and you cannot get through unless you have a key fob or buzzed-in. Cafeteria tray-return window is finished now. Speaker system has also been installed. Out of state teachers are coming to help with teacher recruitment, they are also putting together recruitment videos. The school also had a professional football player come and speak to the children and it was so successful that the school is looking at inviting others to come.

*Athlos Report:*

Key highlights:

Headquarters has been looking at discipline policies because legislature was just passed that creates a need for us to update our policy.

*Monthly Financial Report:*

Key highlights:

Cash on hand is \$1 Million. Net income has not had a significant change from last month. Current ratio is 3.02. Fund balance is almost \$600,000. Accruing expenses are included in the budgets to anticipate future expenses we know are coming. The fund balance is the money we have after the accruing expenses and bills already paid are taken from the revenue. Josh asked if there is a target "fund balance" to shoot for. The answer is that non-profits are usually low. Our Athlos Utah fund balance is just shy of 10%.

*Finance Committee Report:*

Key highlights:

Because of the teacher shortages many local school districts are bumping up their starting teacher salaries at \$40,000, which is a \$6,000 increase. In order to keep our teachers and remain competitive, Athlos will need to look at increasing salaries through merit-based pay or step-and-lane salary schedule. Esther feels that step and lane is a good way to avoid unfair raises. Todd shared that he would like to see the step-and-lane being a guide but would really like to reward the teachers that excel. Tyson agreed with Todd. Jonathan gave a first look at the budget-this year we budgeted high in anticipation for the "first year." Lease costs will go up each year. Athlos has 44 teachers with administration on top of that.

*FACE Committee Report:*

Key highlights:

SNAP walking routes have been submitted to the police and city for signatures. School emergency kits are going to be a summer project with the goal to have them done for the beginning of next year. School safety plan will also be revised over the summer.

*Academics Committee Report:*

Key highlights:

DIBLES results came back and they discussed plans to help the students who were behind grade level and continue monitoring tests to see how they improve. There is one more DIBLES test before the end of the year. Andy asked if we received Athlos test results compared to other districts. The answer was only how we compared to the state scores.



*Governance Committee Report:*

Key highlights:

They are working at organizing the online board binder. We have received one application for the board, but have others interested in applying for the board. Eric Christensen- Herriman resident, two kids, works for select health as a compliance officer, he is interested in making a difference for this school because his kids go here and he loves the well rounded focus of Athlos. Adam Tidwell- Herriman resident, 3 kids attending Athlos next year. Works at western governors, and teaches project management at Utah university. Rob Ninow-lives in Herriman, 6 boys, is a real estate agent with a focus in new construction. Enjoys competition and has a desire to be a good voice on the board and be a coach in helping others persevere. Applications can be submitted to [info@athlosutah.org](mailto:info@athlosutah.org).

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**Discussion Items:**

*2017-2018 Revenue and Expense Projections:*

Discussion:

Given during the financial committee report...

*School LAND Trust Plan:*

Discussion:

They wrote a plan last year that could be reused each year with a focus on athletic program and coach's salaries. They anticipate \$76,000 for the upcoming year. We need a parent/board member majority. If we do not have this by next month we will form a separate Land Trust committee.

*Policy Revisions Review (5104, 5105, 5302, 5303, 5502, 5505, 5507, and 8003):*

Discussion:

Students who are retained won't be kicked out because there aren't enough seats in the grade. If there are grammar or format changes please submit their changes through email. "Records retention" policy is being increased because of the new student protection act. Medical recommendations has been added to in order to be more in line with what a properly trained personnel can do, particularly teachers reporting abuse, due to parents medical choices. Medication administration-employees are "volunteering" to take on that task. Clarification is that it is not that *every* employee can volunteer for this, but changing the wording that the school is *designating* employees for the specific role and they are then trained by professionals. It will be re-worded before the vote. Discipline policy they will now be referred to level 1 and level 2 instead of minor and major. A section has also been added to "restraint" due to new legislation. Corporal Punishment- added clarification that seclusion time outs are not used as a punishment. Suspension and expulsion: additional language for manifestation hearings for students with disabilities. It also allows Esther to involve Juvenile court for serial offenders. Visitor policy-addresses visits from school-aged children. It also allows Esther to stop visitors if she feels it not appropriate or healthy for the students. The board asked that item 1 (visits from school-aged children) be removed from the policy, as it did not address the issue we are trying to address.

*New Policy Review (7301, 8007, and 8009):*

Discussion:

Integrated pest management has been added, and it does address head-lice. Public records request- it was asked at what point could we charge people for the requests. External research approval- must give 45 days notice and go through all of the ethics for review. The school can never divulge private information about students for research. Andy asked that the request have some type of financial benefit disclosure be added to the policy.



*Board Member Attendance:*

Discussion:

Requirements of board members (from the bylaws): violation occurs when you have an un-notified absence from 2 meetings within a year OR three consecutive meetings missed, regardless of un-notified or notified. There must be an agenda item to consider their removal from the board. To participate via electronically you must have notification of 72 hours.

*School Leader Mid-Year Review Debrief:*

Discussion:

Andy asked to defer to a closed session.

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**Action Items:**

*2017-2018 Start and End Times Discussion:*

Motion to approve the listed 2017-2018 start and end times: M-Th 8:15-3:30 pm., F 7:55-1:55 pm. by:

Todd

2<sup>nd</sup> by: Jeana

Discussion: no

For: Unanimous

Against: none

*Trademark and Licensing Agreement Amendment:*

Motion to approve the trademark and licensing agreement by: Todd

2<sup>nd</sup> by: Kelsey

Discussion: none

For: Unanimous

Against: none

*Uniform Policy Revisions:*

Motion to approve the uniform policy revisions by: Todd

2<sup>nd</sup> by: Josh

Discussion: none

For: Unanimous

Against: none

*Fundraising Policy Revisions:*

Motion to approve the fundraising policy revisions by: Jeana

2<sup>nd</sup> by: Todd

Discussion: none

For: Unanimous

Against: none

*Finance Policies (2008, 4038, 7101, 7102, 7103, 7104, 7106, 7107, 7108, 7109, 7110, and 7111):*

Motion to approve the finance policies and mass by: Bethany

2<sup>nd</sup> by: Jeana

Discussion: none

For: Unanimous

Against: none



*Approve Finance Manual:*

Motion to approve the finance manual by: Bethany

2<sup>nd</sup> by: Josh

Discussion: none

For: Unanimous

Against: none

*2016-2017 Budget Revision:*

Motion to approve the 2016-2017 budget revision by: Todd

2<sup>nd</sup> by: Tyson

Discussion: explanation was given in the finance report

For: Unanimous

Against: none

*Approve Health Insurance Broker:*

Motion to approve Spectra management health insurance broker by: Bethany

2<sup>nd</sup> by: Kelsey

Discussion:

Options are: Spectra management, Moreton Inc. (current provider), & GBS. They will bid relatively the same. Todd declared a conflict of interest; Andy has also declared a conflict of interest. Esther prefers Spectra. Alan said that employees had to file paperwork three times in order to get benefits. Moreton does not provide the ACA Compliance and in future years that could potentially be a problem. Josh asked how they secure all of the personal information that we give to them. Rich said that Spectra uses a national company with login credentials. Alan said that they all must comply with the HIPPA laws. Andy said they all have a security audit.

For: Unanimous with Todd and Andy abstaining

Against: none

*Closed Session:*

Motion to Enter Closed Session at our place of regular meeting for the discussion of the character, professional competence, or physical or mental health of an individual by: Todd

2<sup>nd</sup> by: Josh

Discussion: none

For: Andy, Todd, Tyson, Bethany, Jeana, Kelsey and Josh

Against: none

*Adjournment:*

Motion to adjourn at 10:01 by: Andy

2<sup>nd</sup> by:

Discussion: none

For: Unanimous

Against: none