



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

Date: May 16th, 2017

Time: 7:00 PM

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

Attendance:

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

Others Present (list):

Standing Items:

Called to order at: 7:03pm

Approval of Virtual Meeting Participation: N/A

Minutes:

Motion to Approve Meeting Minutes_by: Todd

2nd by: Jeana

Discussion?

For: 4

Against: 0

Public Comment (duplicate if necessary):

Who?

Comment?

Board Development:

Description of Development: by Jeff Gunther – Annual Required GRAMA training

Jeff explained the basics of GRAMA, the Government Records Access and Management Act. Since Athlos is a public entity, we fall under GRAMA, and our board thus needs to be trained annually.

Jeff explained what kinds of records are considered public and what is private and the rules governing each.

Josh asked whether the terms private, controlled, protected are used in our policies. Jeff replied in the affirmative.

Jeff explained what our legal commitments are around GRAMA response time.

Josh asked who gets to approve the expedited request. Jeff replied that the record officer decides.



Director's Report: by Director Esther Thompson

Key highlights:

Esther first covered enrollment numbers. Reports that enrollment is looking extremely strong. Grades K-6 have a significant waitlist. Enrollment for 7th grade is looking really good—Athlos will continue to market throughout the summer in order to ensure a good waitlist. Looking at doing some additional targeted marketed to 7th grade.

Esther continued, reporting on total capacity, total number of students returning and cumulative waitlist.

Regarding community relationship, Esther reported that 3 members of the school leadership team attended the Utah Gang Conference in April. Also, the school held a Kindergarten open house, which was well attended.

Teacher Appreciation Week was supported fairly well, given that it was our first year doing it. The PTO and parent volunteers did a great job helping teachers feel appreciated.

The school has many upcoming end-of-year dates including a PTO fundraiser on May 24th as well as Kindergarten graduation, musical performances and Field Day. Esther specifically encouraged the board to attend and support the PTO fundraiser. Amy Dalton will be coming to do some professional development for the teachers at the end of the year.

Todd asks if there has been any pushback on the extra week of school. Esther replied that there has been no negative feedback.

Esther continued. Athlos has two newly hired first grade teachers as well as a new athletic coach. Still looking for a part-time CTE teacher; no bites to date.

Athlos students and teachers are in the middle of SAGE testing, and Esther anticipates having raw data around the end of May.

Josh asked information on availability of comparative data. Esther explained that the comparative data is not automatic but should be available for review by the fall.

Esther reviewed with the board the baseline requirements issued by the state for credits that 7th and 8th grade students need to take. It makes it difficult to find time for electives for the students, Esther feels like she and her team have done a good job balancing electives with state requirements. 7th grade will get 2 electives and 6th grade will get 4.

Both Todd and Josh commented that there are 2 electives for their 7th graders in other schools.

Andy and Todd commented on a mathematical discrepancy on the state code rules diagram, and we all generally made fun of it.

Esther continued, showing the board what electives will be offered for 6th and 7th grade students.

Andy commented that the electives look very cool. Esther said that she liked how diverse the list was. Further discussion on small classes.



Josh asked whether it is likely that all courses will be carried. Esther explained that the elective forms are due this week and we'll have a better idea at that point.

Andy asked whether the electives will largely be held at the same time. Esther replied in the affirmative, though explained that a lot will depend on what classes students signed up for, which the school will have a more solid idea on next week.

Esther reviewed headquarters highlights including hiring support and professional development.

Athlos Report: by Jeff Gunther

Key highlights:

Jeff reviewed various items that HQ is working on, specifically about data analysis and data policies. Jeff also reminded us that from a data-gathering perspective now is a good time to be thinking about what questions we would like to know the answers to.

Monthly Financial Report: by Jonathan Gillen

Key highlights:

Jon reviewed Financial Highlights. Generally, finances are looking good. The Fund Balance is steady. Current ratio is 3.02, which is a great financial position. In April, 85.8 days cash on hand.

Andy added perspective as he was talking with Joel. He explained that Athlos had 3 months cash on hand and Joel thought that was "impossible". Andy asks whether or not this is unheard of. 45 is typical for a first year school.

Athlos has been able to save some money this year, which has helped our fund balance to be 11%, projected to be 9.75% in the future.

Jon assured the board that Athlos is well within its savings allotment.

Todd asked whether or not the board needed a motion to receive and file the financial statements presented. Jon said that it was typical, and Jeff said that we could add it to the agenda.

Todd moved to accept formally the April financials.

Seconded by: Josh

For: 4

Against: 0

Finance Committee Report: by Andy Lavin

Key highlights:

Agenda items will cover

FACE Committee Report:

Key highlights:

Did not meet this month

Academics Committee Report:



Key highlights:

Did not meet this month

Governance Committee Report:

Key highlights:

Agenda items will cover

Discussion Items:

2017-2018 Draft Budget:

Discussion:

Jon handed out documentation including budget projections compared against actuals.

The purpose of the budget hearing is to approve the budget for open comment for the next 30 days.

Jon walked through areas, pointing out highlights.

The budget will be built on 934-935 students. Food services were down, though well within what we expect.

Andy asked why the 2017 Budget was X, the projection was Y (lower), and the 2018 projection is back up to X. Finance explained that some reimbursements haven't come in yet.

Todd and Andy pointed out that there are various places where the Title I as well as several others are out of line between 2017 Budget -> Projection -> 2018 Projection.

Finance explained that with Title I it takes a couple of years to get projection data. This number is typically based on a 5-year rolling average. Guessing based on what is typical.

Todd and Andy reasserted that the 2017 projection ought to inform the 2018 projection. Finance responded that the 2017 projection might be incorrect.

Jon explained that Federal Revenue can fluctuate wildly.

Regarding the increase in budget for teacher salaries, Jon explained that there are various causes included teacher reclassification, new hires, and wage increases.

Todd asked how many teachers Athlos is adding for the fall. Esther said 5.

Jon detailed that the increase in wages also anticipated the Jordan School District 40k base + 3% increases. Finance added that there are also allocations for some other salary unknowns.

Todd asked about Retirement budget. Jon explained that the school is not getting enough enrollment from employees to require Athlos to match. Athlos currently has only 15 employees that are participating in the matching program. Finance explained that it is very typical of a first-year school. Todd said that it is likely typical of young teachers.



Jon reviewed some lower-level highlights like phone, utilities, supplies, and travel. Tech supplies has lower budget because we already own our tech as opposed to having leased it.

Athlos has a management fee to pay to Athlos HQ, \$780000 for this year, but will waive \$280000, to make it \$500000. Todd identified that Athlos will need to then shave \$50k this year to break even.

School LAND Trust Plan:

Discussion: No discussion, deferred to LAND Trust meeting

Policy Revisions Review (2009, 2004, 4011, and 7502): by Jeff Gunther

Discussion:

Virtual Participation in Meetings Policy: Jeff wanted to review this because of a snag we ran into in March regarding electronic participation.

Jeff, Todd, and Andy all noted that the statute allows for more flex than our policy allows. Jeff cautioned against provisions that would enable 6 phones and 1 person present and that there is value in having people in here in person.

Andy is happy to loosen in the requirement. Todd asserted that if electronic is sufficient for voting, it should be sufficient for attendance, and that he has never seen it become a problem where it is typical to have all electronic participation.

Andy and Jeff both said that it could be identified in board norms. As an example of the problematic nature of the current policy, Tyson could have been here tonight (virtually), but didn't know until tonight, thus couldn't attend the meeting virtually.

Code of Ethics: Governance Committee suggested a change due to awkward wording.

Todd mentioned might change wording to use "pre-determined". He then identified himself as a grammatical curmudgeon.

Employee Evaluations Policy:

This policy was in place before the evaluation plan was in place.

Josh asked for guidance on difference been policies and plans and why some polices are very prescriptive and others like this one are very general. Andy explained that in this case it is because it references a detailed plan, which the board approved last fall separately.

Lunch Fees:

Jeff explains that language was added to prescribe how overdrawn situations should be handled.

Todd applauded the language here on what is a sticky issue.

Andy recommended slight wording changes. Todd asked about collecting on students at the end of the year. What do we do if a student carries a balance into the summer? Jon says that positive balances carry over, negative balances are typically written off. Positives balances are paid out if the underlying finance system is changed out.



Todd asks if we define “substantially overdrawn”. Jeff says that \$25 could be a forgetful parent, \$100 might be something that we need to get someone involved, might be across multiple children. Todd said that we might just leave it to Esther. The language left as written.

Wellness Plan:

Discussion:

Jeff gave the board a sneak peek into new guidelines in the wellness plan that better align with the Athlos belief system including support for staff health and wellness. As this wasn’t in the packet before the meeting, we deferred discussion on it until next month.

Andy asked whether we could review and approve documents in the same meeting. Jeff answered yes.

2017-2018 Fee Schedule: by Jeff Gunther

Discussion:

Jeff reviewed additions to Fee Schedule, including additions for Middle School Fees.

Esther explained \$350 is on the high end for the sport fees, and we set it at that so we wouldn’t have to quickly revise it.

Jeff handed the board a hard copy of Jordan school district’s fee schedule as a comparison data against the proposed Athlos fee schedule. The hard copy was reviewed by Todd and Andy.

Data Sharing Agreement with Athlos Academies: by Jeff Gunther

Discussion:

Jeff explained the origin of the data-sharing agreement, especially with respect to changing Student Data Privacy laws in Utah. At a high level, it enables Athlos HQ to have access to school data in order to assist with analysis under FERPA guidelines. It also includes additional detail about security breaches.

Review Stakeholder Survey Results:

Discussion:

Jeff shared data about a stakeholder survey the school conducted. Esther reviewed highlights with the board. Especially, Esther pointed out that parents were worried that lessons were not engaging, though also in-class parent participation is low. Additionally, the culture scores were very high. Esther explained that she wants to set a goal to engage more on social media with parents. Esther said that Athlos needs to target higher parent engagement.

Jeff explained that the questions came from the Panorama survey, except for one page of questions that were generated by Athlos.

Josh asked whether we will be able to see comparative data, and Esther replied yes.

Jeff explained that having a standard set of questions enables longitudinal studies.



The data was generated 170 respondents. Typical penetration for panorama is 25%. 170 respondents (families) is great.

Charter Goals:

Discussion:

Deferred to next month for the sake of time.

Action Items:

Approve Amended Policies (5104, 5105, 5302, 5303, 5502, 5505, 5507, and 8003):

Motion to Adopt the Listed Policies with the caveat that we are waiting for final acceptance or comment from our legal representative on the last three by: Todd

2nd by: Jeana

Discussion?

For: 4

Against: 0

Approve New Policies (7301, 8007, and 8009):

Motion to Approve all three policies by: Todd

2nd by: Josh

Discussion?

For: 4

Against: 0

Discipline Plan:

Motion to Approve the Discipline Plan by: Jeana

2nd by: Todd

Discussion?

For: 4

Against: 0

Board Member Appointment: Eric Christiansen, works for SelectHealth, has children at the school, and lives in Herriman. Impressed with desire to serve on board. He will bring additional legal support to board, complementing Tyson's experience. Bethany and Josh pleased to recommend Eric to the board, effective immediately.

Motion to Approve Eric Christensen to board, effective immediately by: Josh

2nd by: Todd

Discussion?

For: 4

Against: 0

Rob Ninow, community relations, real estate, and future parent of 3 children coming into Athlos. Athletic minded and oriented.

Motion to Approve Rob Ninow to board to fill Kelsie's unexpired term, effective May 17, 2017 by: Josh

2nd by: Todd

Discussion?

For: 4



Against: 0

Adjournment:

Motion to Adjourn at 8:25p by: Andy

2nd by: Todd

Discussion?

For: 4

Against: 0