



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

Date: September 19<sup>th</sup>, 2017                      Time: 7:00 PM  
 Location: 12309 South Mustang Trail Way, Herriman, UT 84096, Room 124

Board Member	Present/Absent
Andy Lavin	Absent
Todd Bingham	present
Bethany Zeyer	present
Josh Cummings	present
Rob Ninow	present
Jeana Bonner	absent
Eric Christensen	present
School Leader: Esther Thompson (x) Athlos HQ: Jeff Gunther (x), Jonathan Gillen ( online), Chris Hammill (x) Charter Solutions: Alan Anderson (x); Rich Eccles (x) Visitors: Jailyn Beck, Erin Preston, Rabecca Cisneros, Armando Venegas	

The meeting was called to order at 7:04 pm.

Topic	Discussion/Conclusion	Notes
Approval of Meeting Minutes	Approval of July 18 <sup>th</sup> Minutes	Josh makes a motion to approve the July 18 <sup>th</sup> minutes. Eric second. For: unanimous Against: none
Public Comments		Jailyn Beck, PTO, here for griffin gear. Usage of marks and fundraising policies were changed and Josh wanted to make sure that everything was taken care of. Price will be \$20. The board gave them the go ahead. They will work with Esther if they have any other questions.
<b>Board Development</b>		
Monthly Board Development	2016-2017 Board Agenda Reviews	Jeff Gunther: Looking at what we have spent our time on lately. The board members looked at agenda's to determine if the time spent was on high/low impact items pertaining to management/governance. Ideally everything at our meetings would be high impact/governance topics. Both pairs felt that some of the committee reports were less impactful for our board. Jeff suggested that our committee reports contain high impact items to report on and if you don't have a high impact item perhaps there should be an analysis on that particular committee.
<b>Committee Reports</b>		
Director's Report	Community Relations;	Esther Thompson: Total capacity is 934, we only

	Employee Updates; Facilities; Academics; Finance	have 881. There is space available in all of the grades. There are legal procedures for admittance into charter schools and parents didn't understand that if one of their students were accepted, the rest of their children are immediately moved up on the waitlist. Josh asked if there was a way for families to be able to see where they are on the waitlist. We need to have a year-round marketing effort, not just a spring effort. We need our families committed to the mission of Athlos and not just a convenience decision. Athlos HQ is doing an overhaul of the processes to improve the enrollment process and make sure there are no gaps that could cause issues in the future. Athlos will also be doing more family activities to help parents connect and understand the Athlos model. Todd asked how so many things that went wrong could happen in one year. The intent to re-enroll went out in March and so many things dropped because it was so far away from the actual start day. Esther shared some of the things they are doing to increase marketing efforts and Rob complimented her on her efforts. Josh also asked that we include spotlights of Esther in our marketing, because she is a fantastic director. Esther does not think this will be an issue next year.
Athlos Report	Athlos Supports and Project Updates	Jeff Gunther: Helping to get the school ready for the upcoming school year and enrollment. They provided August professional development for the staff.
Monthly Financial Reports	July and August Financials and Enrollment Update	Jonathan Gillen: Cash on hand is \$1,420,000. Fund balance \$356,268. Current ratio is 10.79. # of days cash on hand is 80.29. Revenues will accelerate as the year goes on and we receive money from state and federal sources. September expenses will traditionally be high because of start of the year expenses. Audit has been completed. There were no concerns. The auditors will come and report to the board in an upcoming meeting. Todd asked that we have the auditors report before they come to meet with us. Enrollment budgets: The potential of an initial impact from low enrollment could be as high as \$475,000. They are working on compiling a list of budget items that could be adjusted. Josh asked how the funding impact is rolled out: is it month to month as the students enroll? Jonathan explained that October 1 <sup>st</sup> is the big deadline.
Finance Committee Report	Financials	Jeff Gunther: Most of the financials were discussed in Jonathan's report.

FACE Committee Report	PTO Coordination, Safety Committee Plan	Bethany Zeyer: there is a need to create a safety committee: covering topics of driveline, emergency preparedness, SNAP plans. The other topic of discussion was marketing needs.
Academics Committee Report	No meeting this month	Did not meet this month.
Governance Committee Report	Self-Assessment Review, Board Goals/Training Needs, Policy Review	Josh Cummings: board members could perform Board member trainings to learn from the wisdom of others. If there are topics that board members would like to learn, let the committee know. Bethany would like to see more application from the knowledge that we learn, such as Jeff's lesson of high impact/governance; we need to change our committee reports to be more high impact topics.
<b>Discussion Items</b>		
Introduction to Chris Hammill	Introduction to Athlos Academy's new Chief Operations Officer	Esther Thompson: Chris is from Athlos Headquarters. He is a Michigan native. He has an impressive background that makes him qualified to be our Chief Operations officer. Chris touched on our shortfall of enrollment by saying that this has helped us have a much more comprehensive plan. Chris welcomes us to have him do board development trainings.
Introduction to State Charter School Board Representatives	Introduction to Rabeca Cisneros and Armando Venegas from the state charter school board	Esther Thompson: Rabeca is in charge of applications and has helped us get going. Armando is over school support and oversight. They will support our school as we move forward.
Academics Update	2017-2018 Workplan	Esther Thompson: Charter goal is the agreement that follows our pillars. 1. Current year goals are to have student growth year over year. 2. Reduce Chronic absence rate. 3. Athlos athletic curriculum. 4. Student and teacher social emotional learning evaluation through self-assessment. 5. Early literacy growth. 6. Early literacy gaps: reducing the FRL student gap in half. 7. Retention and transfer rate: meet the state average.
Policy Review Calendar	Review Governance Committee's Policy Review Calendar for 2017-2018	Governance Committee and Jeff Gunther: Policy review calendar. Let the governance committee know if there is a specific topic you would like to be apart of the review.
<b>Action Items</b>		
Policy Revisions	4001 – Approval for Fieldwork 7108 – Cash Management	Jeff Gunther: There was a few changes in the language that was made at our last meeting. Josh makes a motion to approve policies 4001-fieldwork and 7108-cash management. Bethany

		second. For: unanimous Against: none
Data Governance Plan	Approve Data Governance Plan Reviewed in July	Jeff Gunther: This is the last piece we need to be in compliance with the data governance plan. We have approved the other pieces back in July. Rob makes a motion to approve the data governance plan. Eric second. For: unanimous Against: none
Family Handbook Revisions	Approve Family Handbook Revision	Jeff Gunther: This was reviewed in July and the changes were made to reflect policy and procedural changes from administration. Bethany makes a motion to approve the family handbook revisions: Josh second. For: unanimous. Against: none.
Board Elections	Annual Board Member Elections	Josh made a motion to defer the annual Board member elections, Board officer elections, and committee formations and appointments until the October board meeting. Rob second. Discussion: Andy, our board chair was absent tonight and we felt it appropriate for him to be present for these action items. For: unanimous. Against: none
Officer Elections	Annual Board Officer Elections	
Committee Appointments	Annual Committee Formation and Appointments	
Board Calendar	Approve 2017-2018 Board Meeting Calendar	Jeff Gunther: The Board meets the 3rd Tuesday of each month, excluding December. Bethany makes a motion to approve the 2017-2018 Board meeting calendar. Josh second. For: unanimous. Against: none.

Next Meeting: October 17<sup>th</sup>, 2017 at 7pm

Adjournment: Josh makes a motion to adjourn the meeting. Rob second. For: unanimous. Meeting adjourned at 8:23 pm.

Note: Ben Hyink was at this meeting as a potential future board member. The governance committee interviewed him today.