



**ATHLOS ACADEMY BOARD OF DIRECTORS
FOUNDING COMMITTEE MEETING**

Date: February 23, 2016 Time: 6:00 PM
 Location: St. Cloud, Public Library, Array Room (Rm 104)

	Present/Absent
Dan McKeon	P
Jackie Reineke	P
Josh Hirschfeld	P
Lee Hoyhtya	P
Stephanie Gardner	P
Kathy Mortenson	P
Guests: Chad Cruzen, parent.	

The meeting was called to order at 6pm.

Topic	Discussion/Conclusion	Actions/ Follow-Up
Approval of Meeting Agenda	Motion by Lee Hoyhtya, second by Josh Hirschfeld to approve the meeting agenda. Motion carried.	
Approve Meeting Minutes	Motion by Stephanie Gardner, Second by Josh Hirschfeld to approve minutes. Motion carried.	
Review of the Mission Statement- All	The mission of Athlos Academy of St. Cloud is to provide high quality educational opportunities for the whole child built on the three foundational pillars of Prepared Mind, Healthy Body, and Performance Character.	
Public Comments	None.	
Board Development		
1. Mid-Year Review	Dan McKeon provided a summary of the survey that board members took. Plan to continue to take survey periodically.	
Committee Reports		
Athlos Report	Athlos provided summary to group, specifically regarding information and technology. Current enrollment at 280 students to date. Plan for promotion to continue through the summer. Training in Boise occurs in June 2016. Boise June 20-22, and June 26-29 in Nashville. The Charter start up grant covers two board members to attend each training session.	



1. Finance Committee	Josh noted that 1023 is in process – awaiting IRS letter. Jenn stated that the grant continues to move forward, with finance flowing beginning April 2016.	
2. Director Report	Enrollment, parent information night, registration night, and staffing plan were discussed. In addition, Kathy identified her top tasks for this month as <ol style="list-style-type: none"> 1. Enrollment efforts and relationships 2. Staffing & budgeting 3. Launch check list 4. Transportation 5. Kathy’s Athlos orientation 	Plan to continue with same reporting format for future meetings.
Discussion Items		
1. VOA Ready to Open MTG March	Dan provided update that he will meet with Kathy and VOA to review ready to open checklist, and documentation of progress. An additional board member is asked to attend.	
2. Review PR Plan	Plan for parent information meeting March 10 th at the Lake George building. Opportunity: Summertime by George – Wednesdays in the summer. Great visibility.	Plan to hit 85% capacity by June 2016.
3. Officer Positions and Bylaws	Discussed need to appoint a Vice-Chair, as well as term length of membership. Desire to increase the board membership to six or seven.	Plan to elect board Vice-Chair in Spring 2016.
4. School Schedule	Schedule reviewed. Kathy to work with transportation company, and bring bids to future meetings. School day will begin between 0800-0830, and end between 1500-1530 based on available busing and area school calendars.	Detailed times to be finalized.
5. Staffing Plan	Kathy discussed positions prior to posting. Dan, Jenn and Kathy to meet to further discuss and report at future meetings.	
6. Board Development at Charter School Networks/Associations	Training and networks available for Charter schools. List provided for board members.	Plan to discuss further in April 2016.
7. Personnel Policies	Board members received Employee Handbook for first review. Kathy will provide her review and consult legal prior to board’s approval.	
8. Family Handbook	Handbook presented for board’s second review.	



9. Board Member Travel	Board members to review samples provided, and provide recommendations in March 2016.	
10. Mascot	Athlos to develop marketing draft around "Athlos Arrows"	Plan to review and finalize in March 2016.
Action Items		
1. Adopt the Family Handbook	Motion by Josh Hirschfeld, second by Lee Hoyhtya to approve the family handbook with Kathy Mortenson's revisions #1-5 on attachment to Board, and request Kathy to revise discussion items #1-4 on attachment provided to board. Motion carried.	
2. Board Liability Insurance	Motion by Josh Hirschfeld, second by Lee Hoyhtya to approve purchase, based on quote provided, as soon as grant funds. Motion carried.	
3. Association Payment	Motion by Josh Hirschfeld, second by Lee Hoyhtya to approve purchase of association payment upon approval receiving grant funding. Motion carried.	
5. Conduct Lottery	Jenn provided a tutorial to the Board regarding lottery. No lottery was needed for any grades for the first enrollment period. Families will be notified in the next few weeks. Notification will first be electronically, and then via postal mail.	Athlos Academy St. Cloud will continue to take enrollment on an individual basis until grades are full.
6. Appoint Communication Lines	The following appointments were assigned: Facilities – Kathy Finance- Josh/Lee Recruitment – Stephanie Board Development – Jacqueline <i>Kathy Mortenson will be a part of all committees, with authority to make adjustments to budget less than \$5,000 without board approval.</i>	
7. Officer Appointment	Motion by Lee Hoyhtya, second by Stephanie Gardner to appoint Josh Hirschfeld as Treasurer. Motion carried. Josh Hirschfeld abstained.	
8. After School Care	The director of the Boys and Girls Club has reached out. Kathy will reach out to Boys & Girls Club for partnership. It is the request of the Board that AASC establish a relationship with a local agency to hold after school programming at AASC.	Dan will communicate to Kathy the Board's request.



9. Board of Directors Terms and Election		Tabled until March 2016.
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Adjournment: Motion by Josh Hirschfeld, second by Lee Hoyhtya to adjourn. Meeting adjourned at 7:58pm.