



**ATHLOS ACADEMY OF ST. CLOUD  
BOARD OF DIRECTORS MEETING**

Date: July 25<sup>th</sup>, 2016 Time: 5:00 PM  
Location: St. Cloud Library. Array Community Room 105

Board Member	Present/Absent
Dan McKeon	P
Jackie Hoyhtya	P
Josh Hirschfeld	P
Stephanie Gardner	P
Tom Swenson	P
Michaelene Lucia	P
School Leader: Kathy Mortensen Athlos HQ: Jenn Thompson, Jeff Gunther Advisory Members: Lee Hoyhtya, Finance Committee (Absent) Office Manager/ Meeting Minutes: Katie Gruber Public: Bethany Shubert	

The meeting was called to order at 5:00pm

Topic	Discussion/Conclusion	Notes
Approval of Agenda	Motion for Jenn and Jeff to join in meeting conversations: Josh Hirschfeld Second: Tom Swenson Motion Carries  Motion to move Recruitment Committee and Governance Committee to Discussion Items: Josh Hirschfeld Second: Stephanie Gardner Motion Carries  Motion to Approve the Agenda with changes listed above: Josh Hirschfeld Second: Tom Swenson Motion Carries	
Approval of Meeting Minutes	Motion to approve June Board meeting minutes: Josh Hirschfeld Second: Jackie Hoyhtya Motion carries	Add Michaelene Lucia to email list with her Athlos email.
Call for Conflicts	No conflicts of interest stated	
Public Comments		
<b>Board Development</b>		



Mission Statement	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.	
<b>Committee Reports</b>		
Finance Committee	<p>Medical Insurance Benefits; Holdback Financing Update; Busing; Food Service; IT Service; Copier Services; Athlos Academy General Operations Line of Credit; Reapproval of Budget; Auditor Approval-</p> <p>Insure with Blue Cross Blue Shield. The plan will be a 2000 deductible. The plan is within budget.</p> <p>Holdback (10%) loan to cover extra expenses.</p> <p>(Kathy) Trobecs bid Bethany Shubert from Trobec's answered questions regarding routes, behavior, using hubs. No transfers. Will start routing by August 1<sup>st</sup>. Forms will go out this week to families.</p> <p>Food Service- Athlos received one bid from our RFP from New Horizon.</p> <p>IT Service/Copier - Athlos received 4 bids from RFP's. Approval in Action Items.</p> <p>Operations line of credit – LOC will depend on enrollment and our need for funds. Repayment plan is 20 years with no penalty for paying early.</p> <p>Budget – needed to be reapproved to the "What If" format, bottom line did not change. This will be approved in action items.</p> <p>Auditor Approval- based on finance committee</p>	

	<p>Finance Meeting minutes act as Motion</p> <p>Approve : Josh Hirschfeld</p> <p>Second: Stephanie Gardner</p> <p>Motion Carries</p>	
Recruitment Committee	Moved to discussion items per motion.	
Governance Committee	Moved to discussion items per motion.	
Director's Report	<p>VOA Update-</p> <p>Recruitment: Two teams out for recruitment. Advance team talking about Athlos and enrolling door to door. Teacher team to follow up with those who need to complete paperwork. Generating enrollments.</p> <p>Operations: Boys and Girls Club/ sent insurance and</p> <p>Staffing Update: Hiring of 3 new teachers.</p> <p>Furniture arrives July 26<sup>th</sup></p> <p>Motion to approve Offer Letters for Sarah Knuth, Katherine Jacobson, and Daniel Burrer:(separate from Report): Josh Hirschfeld</p> <p>Second: Stephanie Gardner</p> <p>Motion carries</p> <p>Report acts as motion for Directors Report:</p> <p>Second: Stephanie Gardner</p>	Kathy

	Motion Carries	
<b>Discussion Items</b>		
Grand Opening Plans	Invites have gone out. Community members, board members, families, parents, Senator, and founders will all be in attendance.	
Teacher Evaluation Process	Second Review – adapting slightly from state generic format. Intent is for August adoption. Summit of evaluation in the first year to stagger based on experience. This can be modified after the first year based on feedback and adapt to the Athlos model.	Kathy/ Michaeleane create an implementation summary of how this plan will work in our school.
Final Policies Packet	Standard policies are created. Final approval at August board meeting. Jeff Gunther will send a board action schedule for policies.	
Board Member Attendance	Bi-laws do not state attendance requirements at this time. Board will establish attendance procedure. Jeff Gunther will draft attendance procedure to add to bylaws. This will be discussed at the August board meeting.	
Annual Board and Committee Meetings Schedule	<p>Each committee will establish a schedule stating when meetings will be held. Board discussed keeping meeting on fourth Monday at 5:00 pm. Committee meetings must be open meetings.</p> <p><b>ADDED:</b> Recruitment Committee: This committee can be used for 2017/2018.</p> <p>Governance Committee: Jeff Gunther recommended to add a Board Governance Committee for board development and assistance. Board will discuss this at the September Board meeting.</p>	
<b>Action Items</b>		
Transportation Contracts	Approve pending legal review. Motion to approve contract with Trobec's Bus Service: Josh Hirschfeld Second: Tom Swenson Motion Carries	

	<p>Dan McKeon Amends motion.</p> <p>Motion to approve contract with Trobec's Bus Service pending legal approval: Josh Hirschfeld Second: Tom Swenson Motion Carries</p>	
Food Service Vendor Approval	<p>Motion to approve New Horizon as Athlos St. Cloud's food service vendor: Josh Hirschfeld Second: Jackie Hoyhtya Motion Carries</p>	
IT Services Approval	<p>Based on Finance Committee Recommendation - Marco Motion to approve the bid for IT Services with Marco: Josh Hirschfeld Second: Jackie Hoyhyta Motion Carries</p>	
Copier Services Approval	<p>Based on Finance Committee Recommendation: Motion to select Marco or Loffler. Final decision will be made by the Finance Committee: Jackie Hoyhtya Second: Tom Swenson Motion Carries</p>	
Athlos Academy General Operations Line of Credit	<p>Motion to approve the General Operations Line of Credit: Josh Hirschfeld Second: Jackie Hoyhtya Motion carries</p>	
Reapproval of Budget	<p>Re-approval of the budget at 350 students in the MDE-required format Motion to approve budget that was Approved in June with the "What If" format with 350 students: Josh Hirschfeld Second: Stephanie Gardner Motion Carries</p>	
Auditor Selection	<p>Based on the Finance Committee recommendations bid is awarded to KDV. Motion to approve the bid for audit services by Bergren KDV: Tom Swenson Second: Stephanie Gardner Motion Carries</p>	
Special Education Manual – TSES	<p>Motion to approve the TSES Manual: Jackie Hoyhtya Second: Stephanie Gardner Motion Carries</p>	
MSA Amendment	<p>Adjust for 1 Lead Administrator</p>	



	<p>Master Service Agreement – There was a typo in the Service Agreement. MSA states co-director.</p> <p>Motion to approve the amendment to the MSA to reflect having one lead Administrator : Josh Hirschfeld Second: Jackie Gardner Motion Carries</p>	
RevTek Purchase	<p>RevTek- System to facilitate lunch payments online. This will feed into Power school system.</p> <p>Motion to approve the Purchase of RevTek: Josh Hirschfeld Second: Tom Swenson Motion Carries</p>	
<b>Closed Session</b>	<p>For discussion of emergency response procedures (Discussion of Crisis Response Policy)</p> <p>Motion to close for the discussion of the Crisis Response Policy - RECORDED at 6:58pm : Josh Hirschfeld Second: Jackie Hoyhtya Motion carries</p> <p>Motion to reopen the meeting following the discussion of the Crisis Response Policy: Josh Hirschfeld Second: Stephanie Gardner Motion Carries</p>	
Action: Approval of Crisis Response Policy	<p>Motion to approve the Crisis Response Policy: Josh Hirschfeld Second: Tom Swenson Motion carries</p>	

Next Meeting: Wednesday August 10th at 3pm at Athlos Academy School Building

Motion to Adjourn the meeting: Jackie Hoyhtya  
Second: Josh Hirschfeld  
Motion carries

**Adjournment: 7:08pm**