



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

Date: January 23<sup>rd</sup>, 2016      Time: 5:00 PM  
 Location: 3701 S 33<sup>rd</sup> St., St. Cloud, MN, Room 209

Board Member	Present/Absent
Jackie Hoyhtya	P
Josh Hirschfeld	P
Stephanie Gardner	P
Tom Swenson	A
Michaelene Lucia	P
School Leader: Kathy Mortensen (P) Athlos HQ: Jeff Gunther (P); Jonathan Gillen (P) Advisory Members: Lee Hoyhtya, Finance Committee (A) Minutes: Katie Gruber (P) Public Attendees: Lisa Loidolt, Megan McNair, Kerri Jo Miller, Brenda Schwitalla, Nancy Plante, Lloyd Hoelscher, Mindy Anderson	

The meeting was called to order at: 5:05pm Jackie H

Topic	Discussion/Conclusion	Notes
Approval of Agenda	Motion to approve the agenda: Michaelene Lucia Second: Josh Hirschfeld Motion carries	
Approval of Meeting Minutes	Motion to approve November 28 <sup>th</sup> Meeting Minutes: Josh Hirschfeld Second: Michaelene Lucia Motion carries	
Call for Conflicts	No conflicts of interest	
Public Comments	Brenda Schwitalla-Fundraising Chair: Requesting policy change to have students sell items. PTA is having trouble finding fundraisers in which students do not need to sell items. Most fundraisers in which students sell items create a 40-50 percent profit to the school. Board and PTA would review and hope to go along with Athlos Models, Current fundraisers: Dine-To-Donate, school dance, walk a thon, pancake breakfast, labels for learning. Jackie requests PTA to bring fundraising examples to Katie Gruber for next board meeting. Jeff will send out the policy and add to the Feb board meeting for review.	



	<p>Lisa Loidolt: 5-6<sup>th</sup> grade fundraiser – dance party. Proceeds went to a uniform drive \$509 dollars raised. Current freezing for a reason – raising money for field trip fund. Chucky Cheese - 15% of proceeds go to the school. “Lock up your teacher” to come with a retro party. March – pancake breakfast and bingo. Feb 17<sup>th</sup> dance. Art show, walk a thon, etc.</p>	
<b>Board Development</b>		
Mission Statement	<p>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. Read by Jackie Hoyhtya</p>	
Board Development	<p>Schoolwide Structures –</p> <p>Focus on Athlos Model beyond pillars: Student led conferences-prepares students to lead and take ownership. Positive experience.</p> <p>Student portfolio-Student generated work portfolio exhibiting pillars.</p> <p>Standards based grading- Looking at work against standards, clear picture of understanding. Organization and work effort are graded separate.</p> <p>Student work exhibitions “hallway art” show work at glance, shared vision, develops ownership.</p> <p>Behavioral support-Positive support and restorative practices. Non-punitive. Builds positive relationships.</p> <p>PLC’s-Professional Learning Community. Weekly team meetings. Effective classroom management. STAR data, individualized learning, meetings are with an instructional guide. Ties to teacher retention.</p>	Jeff Gunther
<b>Committee Reports</b>		
Governance Committee	VOA Governance Targets; Policy Review (discussion below); Board Goals	Governance Committee



	<p>Jackie – Governance Targets from VOA. Policies to be reviewed will be reviewed. Committee notes serve as a motion. Second Michaelene Lucia Motion carries</p>	
<p>Finance Committee</p>	<p>CSP Grant Update; Lease Aid Update; Budget Revisions (action below); Transportation Options (discussion below); SOD (action below) Committee Notes act as motion Second: Josh Hirschfeld Motion Carries</p>	<p>Finance Committee and Jonathan Gillen</p>
<p>Monthly Financials Report</p>	<p>November and December financials and enrollment report Made first lease payment. Jonathan ran through balance sheet. Balance within and across the board. Cash is held in a lump account. Budget to actuals: generating a positive net income. End of the month will be at a lower number due to decrease in ADM's happens on a quarterly basis. Fire inspection was finalized today. Jonathan will send report to MDE. Title – start submitting for title reimbursements. SPED reimbursements will be discussed Jan 25<sup>th</sup> 2017 with Designs for Learning. Budget adjustment review. General education expenses are in line. Transportation and SPED contracted services (consultants cost) doubled to tripled due to school needs and start up. Expenses will be evaluated. Currently at 469 students. There were 2 students who started today. There are 8 students who will be starting soon. ADM: Current ADM 502.622 Importance is to adjust to the kids. Budget: Request to pass the budget at 500 students tonight. Adjustments can be made as revenues change. CSP Grant: Grant money used for purchase of curriculum, lockers, sweepers, library books and technology.</p>	<p>Jonathan Gillen and Jeff Gunther</p>

	<p>Sweeper coming tomorrow.</p> <p>Lockers – final bids are in. Orders will be placed in the next 2 weeks. Metal lockers. Curriculum and library book requests for purchase have been made.</p> <p>Library software on order.</p> <p>Laptop carts being set up next week.</p> <p>Surveillance Cameras: RFP’s are being reviewing and being scored and will be reviewed by the finance committee.</p> <p>EFT policy: Discussion at this board meeting, approval at the Feb Board meeting.</p> <p>Food Service: Anticipate a loss. NSLP letters out to supplement.</p>	
Director's Report	<p>Community Relations- High attendance at concerts. Open houses scheduled for Feb 1,8 and 15<sup>th</sup>. SCPD coming Feb 21 for an overview of run Hide Fight and will help with drills.</p> <p>Employee Updates: New hires in 5<sup>th</sup> and 1<sup>st</sup> grade</p> <p>Facilities: Shout outs to parent volunteers</p> <p>Academics: \$135,000 in Title Grant. EL service in place, SPED team has been strengthened.</p> <p>Athlos Home Court: Continue enrollment and tours.</p> <p>Food Service will serve out of our kitchen next year.</p> <p>Review of the 2017/2018 calendar. The board would like to see a year-round calendar as well. Kathy will get surveys out to staff and parents.</p> <p>Tabled until Feb board meeting as an action item.</p> <p>Notes act as a motion</p> <p>Second: Josh Hirschfeld</p> <p>Motion passed.</p>	Kathy Mortensen
<b>Discussion Items</b>		
2017-2018 Enrollment and Hiring Plan	Parent meetings in Feb.	Kathy Mortensen and Jeff Gunther

	Postings will start at the end of Feb. We will be attending educator job recruitment fairs. Planning for an increase in enrollment. "Door Bells" will start in March.	
Finance Policies	Initial Review Finance Policies: Budget Policy Fund Balance Policy Cash Management Policy Financial Reporting Policy Gifts and Donations Policy Capitalization Policy Surplus Sales Policy Public Bids Policy Electronic Funds Transfer Policy Employee Leave Policy - 4038 Discussion regarding carry over of PTO. Move to Action Items for Feb.	Jeff Gunther
Washington DC Trip	Discuss potential future trip – Cap Stone Trip for the 8 <sup>th</sup> graders (current 6 <sup>th</sup> graders). PTA is seeking out fundraisers to pay for the trip. This may cost around \$12,000 for 65 students. Kathy is looking for an endorsement in February from the board. Expectations will be set well in advance for students to be able to attend this trip.	Kathy Mortensen
2017-18 Transportation	Discuss 2017-18 Transportation opportunities. Possible relays. Transportation will be reviewed in the upcoming months.	Jeff Gunther
School Calendar 2017-18	Review Draft of 2017-18 Calendar Tabled until February. Kathy will get stakeholder feedback.	
Review Stakeholder Survey questions	Review questions for 2016-17 stakeholder survey	Jeff Gunther
Policy Review	Background Checks Policy Enrollment and Lottery Policy Student Promotion and Retention Policy Student Directory Information Policy Discussion: Reviewed by Governance Committee. Move to action items for February	
<b>Action Items</b>		
2017-18 Lottery Date	Set date for the 2017-18 Enrollment Lottery Lottery date set for Feb 27 <sup>th</sup> 2017 at 5:00 pm during the open board meeting and held in a separate room.	Kathy Mortensen



	<p>Lottery will be held for any grades that are over the capacity.          Motion to approve Lottery Date of February 27<sup>th</sup> at 5:00pm: Stephanie Gardner          Second: Josh Hirshfeld          Motion Carries.</p>	
Approve Bank Depository	<p>Motion to approve US bank as the Bank Depository: Michaelene Lucia          Second: Josh Hirschfeld          Motion Carries</p>	Jonathan Gillen
Approve Amended Budget	<p>Approve amended budget at 500 students          Line of Credit changed to Donation income. Documentation to follow in the future. General Education Aid went down from \$3.36 -\$3.25 million. Includes SPED budget adjustments. Revenue went up by \$182,000 mostly from the CSP funding. Staffing adjustments. Transportation, SPED, health insurance, and salaries have all been adjusted.          Motion to approve the amended budget as presented: Josh Hirshfeld          Second: Stephanie Gardner          Motion carries</p>	Jonathan Gillen
Recovery from Statutory Operating Debt (SOD)	<p>Resolution for Recovery from Statutory Operating Debt (SOD)          First year operations were in SOD. Due to costs incurred in June 2017 without funding until July 1<sup>st</sup> 2017. CSP grant is not an operational grant however by taking the CSP grant, we were placed on SOD. SOD was for \$9700. Costs incurred for services, training, etc. At a 2.5% deficit, the Academy was placed on SOD. Board reviews management of budgets.          5 year plan submitted to MDE: Student enrollment assumptions changed to 485 for 2016-2017. Revenue changes to wording only.          Motion to Approve the Recovery from Statutory Operating Dept (SOD).   <b>Athlos Academy of St. Cloud Resolution on Statutory Operating Debt</b></p>	Jonathan Gillen



Pursuant to due call and notice thereof, a regular meeting of the Athlos Academy of St. Cloud Board of Education located in St. Cloud, Minnesota, was held on the 23<sup>rd</sup> day of January, 2017 at 5:00 pm. The following board members were present:

Josh Hirshfeld, Stephanie Gardner, Michaelene Lucia, Jackie Hoyhtya. And the following member was absent: Tom Swenson.

Board member Jackie Hoyhtya introduced the following resolution and moved its adoption:

**WHEREAS**, Athlos Academy of St. Cloud has moved into Statutory Operating Debt as of June 30, 2016 as defined by Minnesota Statutes, section 123B.81, Subdivision 2; and,

**WHEREAS**, Minnesota Statutes, section 123B.83, Subdivision 4, requires a school district in SOD to submit to the commissioner a special operating plan to reduce deficit expenditures; and, to receive aids contingent on the school district's continued compliance with the plan;

**WHEREAS**, Athlos Academy of St. Cloud has prepared a Special Operating Plan which has been presented, reviewed and understood by the school board;

**NOW, THEREFORE, BE IT**

**RESOLVED**, that the Board of Education of Athlos Academy of St. Cloud Motions:

1. Approves the attached Special Operating Plan and accompanying SOD Recovery Spreadsheets and transmits same to MDE;
2. Agrees to reduce current year expenditures by all legal means possible, without negatively impacting current programs or contractual obligations;
3. Agrees to immediately discontinue the practice of approving deficit budgets;
4. Creates an unreserved fund balance target of 5 percent within 3 years after the removal of SOD;
5. Agrees to a 'dollar for dollar' cut in current and future budgets to respond to a negative variance in revenues and

	<p>expenditures as displayed in the SOD plan;</p> <ol style="list-style-type: none"> <li>6. Agrees to use any aid formula improvement from the legislature to reduce debt;</li> <li>7. Agrees to remove the condition of SOD by the end of FY 2017 and achieve a positive fund balance by FY 2017;</li> <li>8. Requests specialized training as appropriate; and,</li> <li>9. Agrees to submit preliminary budgets to MDE showing the discontinuance of deficit spending, prior to their formal board approval, each subsequent year until the removal of negative fund balances.</li> </ol> <p>The motion for adoption of the foregoing resolution was duly seconded by Board Member Josh Hirshfeld and upon vote being taken thereon, the following members voted in favor thereof: Stephanie Gardner, Josh Hirshfeld, Michaelene Lucia, Jackie Hoyhtya. and the following members voted against the same: N/A whereupon said resolution was declared duly passed and adopted.</p>	
Title I, II, and III Application Approval	<p>Approve Title I, II, and III applications as submitted - \$135,000 for staffing, supplies for EL and EL staff, professional development as well as general education paraprofessional. Motion to approve the Title I, II, and III Submitted Application: Josh Hirshfeld Second: Michaelene Lucia Motion Carries</p>	Kathy Mortensen
Public Comment Policy	<p>Approve Public Comment Policy Motion to approve the Public Comment Policy: Michaelene Lucia Second: Stephanie Gardner Motion Carries</p>	Jeff Gunther
Enrollment Cap	<p>Consideration of approving raising caps in certain grade levels Postpone until February board meeting.</p>	
Approve New Hires	<p>Motion to approve new hires listed below: Stephanie Gardner Second: Michaelene Lucia Motion carries</p>	





	Peggy Adamson, Salle Gaches, Brad Hoelscher, Nancy Kalla, Brianna Klassen, Jon Leintz, Kerri Jo Miller, Abi Noor, Nancy Plante, Steve Swenson, Jared Walz, Hibo Warsame	
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Next Meeting: Monday, February 27<sup>th</sup> at 5:00 PM

**Adjournment: Motion to adjourn the meeting at 7:26pm: Michealene Lucia**  
**Second: Stephanie Gardner**  
**Motion Passed.**