



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

Date: March 27th, 2017 Time: 5:00 PM
Location: 3701 S 33rd St., St. Cloud, MN, Room 229

Board Member	Present/Absent
Jackie Hoyhtya	P
Josh Hirschfeld	A
Stephanie Gardner	P
Tom Swenson	P
Michaelene Lucia	P
School Leader: Kathy Mortensen (P) Athlos HQ: Jeff Gunther (via Zoom); Jonathan Gillen (P); Jenn Thompson (P) Advisory Members: Lee Hoyhtya, Finance Committee (A) Minutes: Amy Dierkes Community Members: Kent Schleif, Lisa Loidolt	

The meeting was called to order at _5:06 pm_____

Topic	Discussion/Conclusion	Notes
Approval of Agenda	Motion to Approve: Mikey Lucia Second: Stephanie Gardner Motion carries	
Approval of Meeting Minutes	Approval of February 27 th Minutes Motion to approve February 27 th minutes: Stephanie Gardner Second: Mikey Lucia Motion carries	
Call for Conflicts	No conflicts of interest	
Public Comments	None	
Board Development		
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. Read by: Jackie Hoyhtya	
Board Development	School Finance: Revenue Jeff Gunther via Zoom: Where does our funding come from? \$6.35 million in revenue. 7% from federal sources, 71% state, and 22% local. FEDERAL funding	Jeff Gunther and Jonathan Gillen



	comes from NSLP, IDEA Part B, Title I, Title II, and Title III. STATE funding comes from WPU's, General Education Aid, Basic Skills Revenue, Lease Aid, and Special Education funding. LOCAL funding comes from lunch fees, donations, rental fees, extracurricular activity fees, other sales income.	
Committee Reports		
Governance Committee	<p>Review of VOA visit last month; New Board Member Recruitment Update</p> <p>VOA review from visit last month: Dr Speiker recommends a motion to receive reports, clarification on fundraising policy, and asked if we are short a board member? Reviewing policies on dress code, data policies, new board member recruitment. Still looking for a board member. Possibly add a committee member rather than a board member.</p> <p>Motion to accept: Tom Swenson</p> <p>Second: Mickey Lucia</p> <p>Motion carries</p>	Stephanie Gardner
Finance Committee	<p>CSP Grant Update; SOD Update; Salary Scale Discussion; Landscaping Contracts; Transportation</p> <p>Jonathan presented in Josh's absence. CSP grant update: spending down the funds. Some adjustments to make to the grant. CSP Monitoring visit. MDE will come visit to look at where funds are spent. They will help educate us on rules for spending grant money. Video cameras will be installed next week. CSP monitoring visit will be April 10th. SOD update: Letter coming from them to make sure we are budgeting for enrollment numbers. Landscaping Contracts: Hiring</p>	Josh Hirschfeld

	<p>for landscaper in the summer. We are gathering quotes. They will manage the grounds over the summer. Estimated cost of \$25,000. Discussed options for the woodchips. We are waiting for them to dry out to see if the smell goes away.</p> <p>Motion to accept: Mikey Lucia</p> <p>Second: Stephanie Gardner</p> <p>Motion carries</p>	
<p>Monthly Financials Report</p>	<p>February Financial Statements and Enrollment Update</p> <p>Jeff: We have 463 students currently, 6 waiting to begin. handful of offers out. 480-485 is the projected average daily membership. Next year we have 327 students confirmed to come back, 120 students we have not heard back from, 93 accepted offers, 11 offers out. Low to mid 400's is Jeff's most conservative estimate for next year, optimistic 550. Teachers will present a letter of intent to return to parents at conferences to confirm.</p> <p>Jonathan: Current ratio 8.64. Fund balance as a percentage of total budget is 8.07%. Number of days cash on hand 30.91 days. \$540,027 in cash on hand. Lease payments are being paid. Budget was loaded. General education aid is running higher than anticipated. Special education money is starting to flow. No major expenses.</p> <p>Motion to accept: Stephanie Gardner: Second: Mikey Lucia</p> <p>Motion carries</p>	<p>Jonathan Gillen and Jeff Gunther</p>
<p>Academics Update</p>	<p>Discussion of Recent Testing Data</p>	<p>Kathy Mortensen</p>

	<p>OLPA spring data was discussed. OLPA is the practice test for the MCA's. They are the best predictor for MCA performance. No directions were given to the students for this test. Mikey stated that no accommodations were given for the SPED students so the test scores may have been lower. Some students have never taken this test. 44-47% is the goal for math and reading by the end of the year. 4th and 6th were almost meeting that in reading. All of the rest were above target. 3rd grade was much lower than we needed them to be. More data will be provided at the next board meeting. Test was given to 3rd-6th grade.</p>	
<p>Director's Report</p>	<p>Community Relations; Employee Updates; Facilities; Athlos Home Court</p> <p>Really excited about the art crawl. Kicked off Friday night at the Capital One café. They had the most people they have seen in the art crawl since it started. 22 families attended and a lot of Athlos staff was there. Parent night for the school showcase is tomorrow night at the Library. 4pm-7pm. 35 families came to our enrollment night last Thursday. 11 have registered so far for next year. 40 applications in for employment so far. Biz-Town Tuesday for 6th grade students field trip. There are 20 parent chaperones going with the classes.</p> <p>Jenn Thompson spoke about the doorbells campaign. Molly, Rosemary, and Ian, Jonathan, and Jenn hit 650 doors. Handed out flyers and spoke about the school. Very positive response from the community.</p> <p>Motion to accept: Tom Swenson</p>	<p>Kathy Mortensen</p>

	<p>Second: Stephanie Gardner</p> <p>Motion carried</p>	
Discussion Items		
School Leader Mid-Year Review Debrief	<p>Debrief of meeting with Athlos Home Court for Kathy's mid-year review</p> <p>Jackie came to the school a few weeks ago to speak to staff representing the board. Thanking the staff for the jobs they do. Jackie sat with Ryan and Alex discussing what the board needs for support. Board membership was discussed. Jackie would like more parents involved. They decided that committee's could be made instead of "Board" members. Jackie talked about changes for next year with Alex and Ryan. What kind of support can we give Kathy so she isn't doing so many things. Kathy is involved with this discussion with HQ.</p>	Jackie Hoyhtya
Review Data Policies	<p>Review new/amended data policies:</p> <p>8007 - Public Access to Government Data Policy (How the public requests information.)</p> <p>8008 - Access to Private Data Policy (How employees and public can access student data)</p> <p>4004 - Employee Records Policy</p> <p>No one voiced concern over these policies. No further action needed. Policies will be discussed next month on the above policies.</p>	Governance Committee
Policy Review	Policies for full board review:	Governance Committee

	<p>5401 - Anti-Bullying Policy</p> <p>5402 - Electronic Devices Policy</p> <p>No changes are recommended per Jeff. No revisions were made. No further action needed on these policies.</p>	
2017-2018 Revenue and Expense Projections	<p>Review anticipated revenue changes and discuss major expense changes for upcoming school year</p> <p>Jonathan gave an update on budget process. They will run budgets for 500 students, 660 students, and 750 students. Jonathan will be back in a couple of weeks to look further into the budgets. Budget projections will be given once we have a better idea on enrollment. Board members should think about things they need that may need to be put in the budget. Send those ideas to Kathy for Jonathans review. The Board should see some budget info starting in April. Jackie also mentioned and the board discussed that teachers may be able to request items to include in next years budget. It will be discussed in the leadership meeting with Mikey and Kathy.</p>	Jonathan Gillen
Action Items		
2017-2018 Start and End Times	<p>Approve start and end times for the 2017-2018 school year</p> <p>Times are finalized: 8:15-3:15 recommended by Kathy. May need to be modified due to transportation. A decision needs to be made for the recruitment process.</p> <p>Motion to accept the start time of 8:15 and end time of 3:15: Tom Swenson Second: Stephanie Gardner Motion carries</p>	
Policy Amendments	<p>4002 - Background Checks Policy Same as last month. Clarify that school pays for background checks. Kathy is the one who decides who is allowed to chaperone based on the background check.</p> <p>5201 - Attendance Policy</p>	Governance Committee

	<p>Changes: clarify when a doctors note is needed to excuse absence. Language added regarding chronic absence.</p> <p>7201 - Student Transportation Safety Policy Student transportation change 5109 - Student Disability Nondiscrimination Policy Clarify non-discrimination against those with 504 plans and IDE</p> <p>Motion to approve 4 policies: Tom Swenson Second: Mikey Lucia Motion carries</p>	
Fundraising Policy	<p>Proposed amendments to 7103 - Fundraising Policy</p> <p>This was discussed last month. Fundraisers may not involve food during the school day. K-5 cannot conduct door to door sales but 6 and up can. Its okay for students to sell to friends, family, and neighbors. The policy to sell food during school was discussed. The sales cannot be done during school hours.</p> <p>Motion to approve policy 7103: Mikey Lucia Second: Tom Swenson Motion carries</p>	
Designate Business Administrator	<p>Annual designation of business administrator per <i>Finance Policy 7114</i></p> <p>Policy was approved. It was decided to annually designate a business administrator. Motion to designate business administrator Jonathan Gillen: Mikey Lucia Second: Tom Swenson Motion carries</p>	
Approve New Hires	<p>Restructuring of office team : Amy Dierkes will be the office manager, Polly Jaeger as the HR director and MARSS coordinator, Siraad Mohamed custodial staff, Sarah Salmela as Admin assistant, Mr. Yusuf every other weekend custodian. Katie Gruber will be a HQ employee.</p>	



	Motion to approve: Tom Swenson Second:: Mikey Lucia Motion carried to ratify contracts of 5	
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Next Meeting: Monday, April 24th at 5:00 PM

**Adjournment: Motion to adjourn meeting at 6:33 pm: Tom Swenson
Motion carries**