



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

Date: April 24th, 2017 Time: 5:00 PM
Location: 3701 S 33rd St., St. Cloud, MN, Room 229

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 (via zoom) Meeting Minutes: Amy Dierkes Advisory Members: Lee Hoyhtya, Finance Committee () Athlos Staff: Aaron Schwenzfeier, Lloyd Hoelscher Community Members: Lisa Loidolt, Brenda Schwitalla, Cindy Kurrilla	

The meeting was called to order at __5:01 pm_____

Topic	Discussion/Conclusion	Notes
Approval of Agenda	Will move Aaron Schwenzfeier up on the agenda before directors report. Mikey would like an enrollment discussion added. Will talk about it with draft budget items. Motion to approve: Josh Hirschfeld Second: Mikey Lucia Motion carries	
Approval of Meeting Minutes	Approval of March 27 th , 2017 Minutes Motion to approve March 27 th minutes: Josh Hirschfeld Second: Stephanie Gardner Motion carries	
Call for Conflicts	No conflicts of interest	
Public Comments	Cindy Kurilla (parent of 5 th grade student): Concerns about enrollment for upcoming year. Initial concerns started with last years experience. She felt we were not ready and staffed for day 1 with so many students. Not happy with bus routes and amount of time their son is on the bus. Would like the focus to be on quality, not filling every desk. She has concerns with	



	Stride closing. She doesn't want us to fill to capacity and have Athlos close down in the future as Stride did.	
Board Development		
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.</p> <p>Read by: Jackie Hoyhtya</p>	
Board Development	<p>School Finance: Expenditures</p> <p>School Finance: Expenditures.</p> <p>How big is your budget? 6.35 Million</p> <p>Largest expenditures for the school: Teachers Salaries and building fees are more than ½ of the budget. Salary and Benefits is 45.8% Facilities 27.8%, supplies and equipment 13%, transportation and food 13.4%.</p>	Jeff Gunther
Committee Reports		
Director's Report	<p>Community Relations; Employee Updates; Facilities; Athlos Home Court</p> <p>MCA testing is coming to an end. CSP audit went well. State Representative was here to visit. Lisa Loidolt and Kathy have been meeting for next year events. Conferences had 95% participation. Students are doing great leading these. HQ highlights: Enrollment. 105 kids enrolled in 22 hours after Stride's closing announcement. VOA Stephanie is coming Thursday. August workshop 8 PD days. Jeff and Kathy will do a presentation on SWIS software for tracking behaviors. New teacher recruitment is going very well. Over 90 applicants and excellent candidate pool. Lisa Loidolt: Art show was a few weeks ago. Made close to \$1300. Today was the color run kick off. This will happen</p>	Kathy Mortensen



	<p>during our field day. Last official PTA meeting will be next Monday.</p> <p>Motion to accept Kathy’s report: Josh Hirschfeld Second: Mikey Lucia Motion carries</p>	
Academics Update	<p>Student Social-Emotional Learning Data (Performance Character Pillar)</p> <p>Used Panorama to do surveys to measure character performance gains. March and April 68% took survey in grades 3-6. Our goal in our charter contract was met with these results. Kathy shared a handout with results.</p>	Kathy Mortensen
Monthly Financials Report	<p>March Financial Statements and Enrollment Update</p> <p>Jeff: Enrollment as of today 456. 16 trying to get in. Next years enrollment: 85-90 Kindergarten, 1st and 2nd grade are close to full. Enrollment for next year is at 750. Max possible enrollment is 1000. ADM: 484 students year to date.</p> <p>Mikey would like to know if there will be a cap on number of students accepted. At what point will we close enrollment? She’s concerned about having too many junior high students and managing their program. The Board discussed where to put a cap and how many students we can handle with the classrooms available. Josh would like the discussion brought to the finance committee to discuss budgets if we cap enrollment for 6th and 7th grade.</p> <p>Jonathan: March Financials: Current ratio 6.99% which is great. Number of days cash on hand approximately 28.55. Cash on hand: \$494,528.76. Using CSP grant at higher rate than anticipated. Maxed out the budget for the CSP. Special Ed funding will be allocated in April. Budget line items: salaries and benefits are a little</p>	Jonathan Gillen and Jeff Gunther

	<p>higher than anticipated. Nothing alarming. Food service is still running with a deficit.</p> <p>Motion to accept: Stephanie Gardner Second: Josh Hirschfeld Motion carries</p>	
Finance Committee	<p>CSP Grant Update, CSP Monitoring Visit, SOD Update, Salary Scale, Solar Energy Program, Transportation, Budget Review (discussion below), Contract Review (discussion below), Landscaping Bids (action below)</p> <p>Josh: Xcel Energy is looking for permission to examine usage. Salary increase 1.5% increase. Committee recommended 2.5%. Finance committee is exploring this. SOD program will end the end of June. Black flag will be lowered.</p> <p>Motion to accept: Stephanie Gardner Second: Josh Hirschfeld Motion carries</p>	Josh Hirschfeld and Jonathan Gillen
Governance Committee	No Meeting this month	Jackie Hoyhtya
Discussion Items		
Finance Manual	<p>Review finance manual amendments</p> <p>Policies were already approved. Now we just need to review documents.</p>	Jeff Gunther
Review Policy Amendments	<p>7502 – Free and Reduced-Price School Meals Policy Added: Any student who’s lunch debt is over -\$15.00 will get an alternative meal. Gives more clarity on notification. Substantially overdrawn accounts with be brought to Kathy and school social worker.</p> <p>5605 – School Fees Policy</p>	Jeff Gunther

	<p>Added: “Athlos academy may do reasonable things to collect school lunch fees”</p> <p>4038 – PTO Policy Adjusted amount of PTO to roll over from 2 days to 5. PTO will be earned over the course of employees contract. Unused PTO can be paid out at reduced rate of \$10 per hour. PTO cannot be used in last 2 weeks of employment.</p>	
<p>Extracurricular Activities Proposal</p>	<p>Discuss proposed plan for extracurricular development</p> <p>Aaron: (hand-out) Sports he would like are: Volleyball (Fall) , Soccer (Fall), Basketball (Winter), Softball, Baseball and Track & Field (Spring). Needs money for salaries, equipment, game officials, jerseys, field maintenance, transportation . Total for 2017-2018 \$50,000. Sports booster club can possibly do some fundraising.</p> <p>Youth Fitness Zone helps to organize sports fundraising events. Aaron and Kathy have been speaking with Anthony. Josh would like to meet with him and have him attend a finance meeting.</p> <p>The board would like topic put on next months agenda as an action item to approve the above extracurricular activities.</p> <p>The board also would like to approve the booster club. Extracurricular proposal will be put as an action item on next months agenda.</p> <p>Jeff noted: The Board will need to approve any extracurricular activities.</p>	<p>Aaron Schwenzfeier</p>
<p>2017-2018 Fee Schedule</p>	<p>Review proposed 2017-2018 fee schedule</p> <p>PER STUDENT: Supplementary field trips: Up to \$100 unless otherwise approved by board. Voluntary Extracurricular activities: Up to \$150 per</p>	<p>Jeff Gunther</p>

	semester-long activity. Yearbook: Up to \$25	
2017-2018 Teacher Contract Review	<p>Review and provide input on teacher contract template</p> <p>Offer letter and contracts for teachers and staff was reviewed. Josh and Jackie will sign off on staff offers. These have been reviewed by our attorney. Current staff will be given contracts starting tomorrow, per Kathy once the board approves.</p>	Jonathan Gillen
2017-2018 Draft Budget	<p>Review draft budgets at 660 and 750 ADM</p> <p>Two budgets – one at 660 and 750. Operating at 750. Teacher salary schedule was reviewed. This will allow us to stay on budget. MDE needs to review our budget because of the SOD process. Kathy needs the salary schedule approved so she can make offers starting tomorrow. Josh recommends moving forward with the presented salary schedule. Mikey would like Jonathan to look in to a longevity pay for teachers. It could be a separate line item to get this schedule going. All contracts will be pending board approval, per Jeff.</p>	Jonathan Gillen
Action Items		
Review Data Policies	<p>Approval of new/amended data policies:</p> <p>8007 - Public Access to Government Data Policy *Way in which the board will respond to records request</p> <p>8008 - Access to Private Data Policy *How people who have private data can access it</p> <p>4004 - Employee Records Policy *Adds language to ensure that tension warnings will be issued to new hires</p> <p>Motion to approve the above policies: Josh Hirschfeld Second: Stephanie Gardner Motion carries</p>	Governance Committee
Policy Amendments	4023 – Reporting of Employee Arrests Policy	Jeff Gunther

	<p>*Once every 5 years an employee background check will be done with current policy. Kathy would like this done annually. Motion to approve amendment: Josh Hirschfeld Second: Mikey Lucia Motion Carries</p> <p>5404 – Uniform Dress Policy *Revised: Best dress days: Students will be directed on how to dress by Kathy, not the board. Mikey is concerned about the dress policy. Can students wear leggings? Can girls wear yoga pants? The unisex Athlos pants are not fitting the older girls. She would like clarification. This will be discussed at a later date. Jeff will work with Kathy and Mikey for revisions to the dress policy.</p> <p>5102 – Enrollment and Lottery *2 revisions from CSP monitoring visit: Students who leave the school who have a sibling still here will no longer have sibling preference.</p> <p>A student may be excluded from enrollment in cases where the student has been expelled needs to be removed from the policy, per MDE. This will be added to a different policy but removed from 5102.</p> <p>Motion to approve 5102 as revised: Josh Hirschfeld Second: Stephanie Gardner Motion carries.</p>	
<p>Landscaping Contract</p>	<p>Approve summer landscaping contract</p> <p>Josh recommends to accept bid from Klein Landscaping to do summer landscaping work. They are doing it now, would like to keep it the same. It will be for the summer term through October.</p> <p>Motion to give landscaping contract to Klein Landscaping for summer term: Josh Hirschfeld</p>	<p>Finance Committee</p>



	Second: Mikey Lucia Motion carries	
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Next Meeting: Monday, May 22nd at 5:00 PM

Adjournment: Motion to adjourn meeting at 6:56 pm

Motion to adjourn: Stephanie Gardner

Second: Mikey Lucia