

ENTHEOS ACADEMY BOARD MEETING MINUTES

September 23, 2021 7:00pm

Held at Entheos Academy Kearns Campus
4710 W 6200 S, Kearns, UT 84118

OPENING

- I. Roll Call
 - a. Board Members Present: Xazmin Prows, Adrienne Olsen, Joel Coleman, Rod Eichelberger, Karen Bogenschutz, Deb Ivie, Stephanie Gibson
 - b. Board Members Excused:
 - c. Administrators and Staff also present: Annette Barney, Sue Talmadge, Brian Cates of Red Apple, Esther Blackwell, Jason Bennion and Nyman Brooks
 - d. Administrators Excused:
 - e. Time: 7:07 pm
- II. Meeting Opened by Rod Eichelberger (7:07 pm)
- III. Pledge of Allegiance led by Karen Bogenschutz (7:07 pm)
- IV. Mission Statement by Xazmin Prows (7:09 pm)
- V. Approve minutes from 9/26/2021 all opened and closed session minutes and consent agenda
 - a. New hires list read aloud by Nyman Brooks to be added to the consent agenda.
 - i. Ashleigh Phan -Substitute
 - ii. Ashton Powers Family-Liason
 - iii. Dawn Sudweeks-Substitute
 - iv. Emily Otteson-Substitute
 - v. Joshua Fonbuena-SpEd Aide
 - vi. Kjirsten Geltz-Aide
 - vii. Lisa Anderson-Aide
 - viii. Marlem Gonzale-Garcia--Kitchen Aide
 - ix. Michelle Kowallis-Substitute
 - b. Adrienne Olsen requested the correction to the minutes to indicate she was absent.
 - c. Joel Coleman moves for approval of minutes amended to remove Adriane Olsen as in attendance and to include the consent agenda verbally read. Xazmin Prows seconds, passed by unanimous vote. 5-0.
- VI. Introduction of new Kearns staff introductions by Nyman Brooks 7:10 pm

PUBLIC COMMENT

- I. Response to Public Comment: (7:19 pm)
 - a. NONE

POTENTIAL BOARD MEMBER INTERVIEW

- I. Interview with Stephanie Gibson
 - a. Stephanie shared her story of starting Entheos.

- b. **Xazmin Prows motions to approve Stephanie Gibson as a member of the board of directors of Entheos Academy. Deb Ivie seconds, Motion passes by a 6-0 vote. (6:24 pm)**
- c. The board meeting schedule will be altered starting in January 2022 to the 4th Wednesday.

INFORMATIONAL ITEMS

- I. Questions and Feedback regarding Executive Director's report by Esther Blackwell (7:26 pm)
 - a. Report included a covid update, enrollment numbers at each campus, new curriculum instruction for EL, 95 Phonics, participation in the West Ed CALL surveys, and that Entheos received notification Comprehensive Charter Review will be taking place this year.
- II. Questions and Feedback regarding Magna Director's report by Jason Bennion (7:36 pm)
 - a. Report included calendar review, examples of the marketing window clings, PCO report, Service Learning report, work plan review and outdoor learning center update.
 - b. Staff recognition included Summer Spjute, Alaina Hendricks, and Heather Pentico.
 - c. No questions
- III. Questions and Feedback regarding Kearns Director's report by Esther Blackwell or Nyman Brooks (7:48 pm)
 - a. Report included a calendar review, service learning and PCO updates, school land trust update, new staff, work plan review.
 - b. Staff recognition included Jessica Nash, Melanie Louviere, and Megan Lindhardt.
 - c. Stephanie asked if values are incorporated into the character goals. Nyman confirmed those are constantly before the students. Esther added that values are taught explicitly. Crew today was about integrity, and teaching the explicit meaning and then examples of it. Teachers have a value of the month and have crew lessons based on that. Stephanie Gibson encouraged that the vision packet is being used and a strong basis for these lessons.

CAKE BREAK (8:01 to 8:14 pm)

- IV. Budget and Finance Report, Deb Ivie Reporting (8:14 pm)
 - a. Most areas of the budget are right on target. There are some areas that are high like furniture, carpets and supplies but these are known and one time costs that will even out as the year continues.
 - b. With restricted funds we are doing good every month at brining those funds down, but it's a continuous process.
 - c. The school is continuing to use COVID funds through this year.
 - d. Rod asks the finance committee review the days cash on hand to determine if more money should be placed in PTIF and that the finance committee decide what our metrics for PTIF evaluation would be.
- V. COVID Committee Report by Karen Bogenschutz (8:22 pm)
 - a. The committee met a few times and receives regular reports from Sue about health department updates. At this time the school will be continuing our current schedule and sanitation and evaluate continually based on cases.

- b. Joel Coleman asked about how many cases Entheos is seeing if staff are affected. Sue Talmadge reported that about 1 to 2 cases per week are reported at the schools with almost all being students.
- VI. Mission of Entheos Grant Report (8:25 pm)
- a. Xazmin took this report time to share how the grant was created and why. She shared handouts of the letter sent to teachers and the rubric for evaluation.

DISCUSSION ITEMS

- I. Board Development (8:29 pm)
 - a. Financial training by Brian Cates
 - i. Funding sources federal, state and local were reviewed.
 - ii. Financial ratios and metrics were defined.
 - iii. Board responsibilities were outlined.
 - b. Meeting Agenda review and process:
 - i. Rod reviews process to set up the agenda as there has been issues with agenda items coming at the last minute.
 - 1. The executive committee meets Tuesday on the week before board meeting. At that time a draft agenda is created. It is available in the google drive for all board members to review. The secretary will now send out an alert email when it becomes available. By midnight Sunday before board meeting any requested additions or removals should be given to the secretary along with all packet items.
 - 2. Rod requested the policy committee codify this process for future use. It should also include that if two board members want something on the agenda it must be placed on the agenda.
 - ii. Joel requested that further consideration be given to altering board meeting format to not be the same set of reports each month. Rod confirmed simplification is taking place and adjustments will be made soon.
- II. Policy Discussion by Joel Coleman (8:51 pm)
 - a. New Board Member appointments
 - i. The potential policy changes were reviewed. A discussion was held about the requirement for the application and a resume. Both will be included in the policy.
 - ii. Noticing in the bylaws for vacancies is unclear and should be addressed when bylaws are updated.
 - iii. Rod requested the board look at bylaws and send recommendations for adjustments. A future study meeting for this was requested by Joel.

ACTION ITEMS

- I. **MOTION** to grant Melanie Louviere a 2 year eminence LEA license to teach service learning applicable SY 2021-2022 and SY 2022-23 (9:01pm)
 - a. Joel asked about letters of eminence being valid still. Esther and Sue verified it is still a method
 - b. Adrienne asked if Melanie is teaching at both campuses. Esther confirmed that she is.
 - c. Deb motions. Joel seconds. Motion passes by unanimous vote 5-0, Rod abstains.
- II. **MOTION** to approve policies 3106 Board Budget, 3105 Travel and Related expenses, 4106 Hiring Process, 5300 Emergency Response. (9:05)

- a. Joel motions to approve the policies listed on the agenda. Xazmin Prows seconds. No further discussion. Motion passes by a unanimous vote. 5-0, Rod abstains.

ADJOURN

- I. Time 9:07 pm
- II. Stephanie Gibson motions to adjourn the meeting. Adriane Olsen seconds. Motion passed by a unanimous vote. 6-0.