

# ENTHEOS ACADEMY BOARD MEETING MINUTES

April 26, 2018 6:15 pm

Held at Entheos Academy 4710 West 6200 South Kearns, UT 84092

Work session held from 5:30 pm 6:15 pm, no quorum present for work session

## OPENING

- I. Roll Call
  - a. Board Members Present: Alisha Cartier, Fabian Castro, Jaren Gibson, Stephanie Gibson (6:35 arrival), Corey Mecham, Adrienne Olsen (6:50 arrival), Nate Pilcher (7:14 arrival), Xazmin Prows,
  - b. Board Members Excused: none
  - c. Board Advisors also present: Annette Barney as Secretary, Brian Cates of Red Apple, Mat Edvik as Magna Director, Eric Robins as Executive Director, Sue Talmadge,
  - d. Board Advisors Excused: Deb Ivey
  - e. Time: 6:18 pm
- II. Board Welcome by Corey Meecham (6:19 pm)
  - a. Thought shared from the book "Mastering Crucial Conversations" by J. Grenny, R. McMillan, and A. Switzler.
- III. Pledge of Allegiance led by Fabian Castro (6:22 pm)
- IV. Mission Statement by group 6:23 pm
- V. Approve minutes from 3/22/2018
  - a. Minutes stand approved by Jaren Gibson (6:24pm)

## INFORMATION ITEMS

- I. Public Comment: None (6:25 pm)
  - a. NONE
- II. Response to Public Comment: (6:25 pm)
  - a. NONE
- III. Budget and Finance Report, Brian Cates Reporting (6:25 pm)
  - a. Not present skipped until his arrival later
- IV. Questions and Feedback regarding Director's report from Magna (6:26 pm)
  - a. Mat Edvik opens the floor for questions from the Entheos Board.
  - b. Alisha Cartier ask if the enrollement number decrease was due to a single family leaving or several families. Mat responded that it was not a single family, but individual students and may pairs from a family.
  - c. Alisha Cartier requested the total funds raised at the Penny Drive. Mat Edvik did not have exact numbers, but after researching reports \$2717.72. Prevent Child Abuse Utah will be sending the Safeosaurs to the school assembly in thanks for the funds.
  - d. Mat Edvik shared details of Teacher Spotlights:
    - i. Marne Hill new teacher that has been an asset to the leadership team as a representative of special education.

- ii. Cindy Edwards teaches half day kindergarten and keeps kids after for an after school reading program. She moved all her students and now takes summer reading kids.
  - iii. Yvette Mendisabal this is her second year teaching fourth grade. Last year she won an award from the news from a submission at a previous school. She is actively working to reapply service learning to Magna as it comes out of turn around.
- V. Questions and Feedback regarding Director's report from Kearns (6:34 pm)
  - a. Eric Robins opens the floor for questions from the Entheos Board requesting the board notes the calendar goes through the last day of school.
  - b. Alisha Cartier asked if there will be sign ups for board members to participate in passages. Eric Robins will follow up with teachers coordinating that to have sign ups sent.
  - c. Jaren Gibson asked about the EL day of service. Eric Robins responded the EL day of service is a nationwide event that Entheos will be participating in.
  - d. Stephanie Gibson asked for a status on candidates for PCO elect. Eric reported no one has been secured at this time and names are being considered.
  - e. Stephanie Gibson asked about how often students are working on their portfolios and requested that mid year conferences be a focus of goal follow up for students with their parents. Eric Robins expressed his support for mid year goal review and the complications with placing that at the parent-student conferences and mentioned the possibility of an online portfolio that parents and students can look at at home. Stephanie Gibson reiterated her concern that goals for students need a mid year review.
  - f. Eric Robins reminded the board of the May 10<sup>th</sup> Celebration of Service
  - g. Eric detailed the teacher spotlights
    - i. Janet Hone came from older grades and has been with Entheos for 4 years. Her background in special education has been a great support to Entheos.
    - ii. Stacey Leak is a capable teacher that has been with Entheos for 7 years.
    - iii. Marsha Pierce works with the 3<sup>rd</sup> grade team and came to work at Entheos after her children were attending and has been an active supporter of service learning.
- VI. Budget and Finance Report (6:41 pm)
  - a. Brian Cates was present at this point to report on budget and finance.
  - b. Budget to actual is staying on target. Revenues, expenses, operating margin and days cash on hand are at expected levels or within acceptable target ranges.
  - c. Utah state held a finance training last week. A new system for the UCA application will be rolled out for next year and should be a good change for revenue requests.
  - d. Red Apple is completing the schools 990s as the deadline was moved to mid May by the IRS, hence the later completion date.
  - e. Red apple is in discussion with the auditors to hold the audit in August and things should go more smoothly than last year as the excluded special educations expenses have been dealt with and the books are back in compliance.
  - f. The finance committee will be making a preliminary budget for next year that will need to be approved at the May meeting.

#### SCHOOL LAND TRUST MEETING (6: 56 pm)

- I. School Land Trust Audit
  - a. Eric Robins reported that the State of Utah completed an audit of the School Land Trust money. The results included the positives that the school is using the money for

acquiring technology. Some receipting needs improved documentation, but changes have been placed to ensure compliance in the future. Also as Entheos Academy has two campuses, each campus will need to have an elected school community council that must have 2 more parent members than other members that will review the information, training and will bring proposed expenses to the board for approval each year. Campus directors will need to participate on that committee. A proposed time line includes election in September, October meeting to verify committee training, February a proposal of expenditures is presented to the board with accountability of previous expenses.

- II. CLOSED SESSION: Adriane Olsen motions to move into closed session to discuss the character, competency and health of a person and to discuss pending or imminent litigation. Alisha Cartier seconds the motion. Motion passed by unanimous vote. (7:10 pm)
- III. Xazmin Prows motions to leave closed session. Fabian Castro seconds. Motion passes by unanimous vote. (8:55 pm)
  - a. No motions from closed session

#### DISCUSSION ITEMS

- I. Sex Education Policy presentation by Xazmin Prows and Stephanie Gibson (8:56 pm)
  - a. Xazmin Prows presents the policy explaining the school needed to update to be in compliance with updated state laws. No further questions.
- II. Maternity Leave Policy (8:59 pm)
  - a. Eric Robins explained that one line was added to the policy that maternity/paternity leave “can begin no later than the date of newborn birth or adoption”. This line was included since teachers who have a child in the summer request their maternity at the start of school which could be 2 months post delivery and the purpose of this policy is to allow new parents time with their newborn and recovery time, not to be taken as will.
- III. Turnaround Report by Mat Edvik (9:02 pm)
  - a. Mat indicated not much has changed in turnaround as the school is amid SAGE testing and until preliminary results are known in the next few weeks there is nothing to report. Those initial results should be available by next board meeting
- IV. Board Development (9:06pm)
  - a. Jaren Gibson requested board members share their information from the recent UPACS board training. Stephanie Gibson asked it be placed on the board retreat agenda for training at that time. Alisha Cartier asked that the board become more involved with these trainings next year and utilize the charter to board development sessions next year as well. Stephanie Gibson suggested from the training that each board member resign an appointment letter to renew purpose and focus.

#### ACTION ITEMS

- I. **MOTION 1:** Stephanie Gibson motions to approve the Entheos School instruction of Sex Education Policy as outlined in the agenda Adriane Olsen seconds the motion. Motion passes by unanimous vote. (9:12 pm)
- II. **MOTION 2:** Alisha Cartier motions to approve the Entheos Academy Maternity and Paternity Leave Policy as presented. Xazmin Prows seconds the motion. Motion passes by unanimous vote. (9:14 pm)
- III.

#### ADJOURN

- I. Nate Pilcher motion to adjourn. Corey Meecham seconds the motion
- II. Meeting adjourned at 9:16 pm