

# ENTHEOS ACADEMY BOARD MEETING MINUTES

February 28, 2019 6:15pm

Held at Entheos Academy 2606 South 7200 West Magna, UT 84044

## OPENING

- I. Roll Call
  - a. Board Members Present: Jaren Gibson, Alisha Cartier (6:49 pm), Corey Mecham, Adrienne Olsen (6:40 pm)
  - b. Board Members Excused: Xazmin Prows on leave of absence, Fabian Castro and Nate Pilcher and Stephanie Gibson
  - c. Administrators and Staff also present: Annette Barney, Sue Talmadge, Deb Ivey, Brian Cates of Red Apple, Mat Edvik, Esther Blackwell, Brian Storrs, and Eric Robins
  - d. Administrators Excused: none
  - e. Time: 6:17 pm
- II. Board Welcome by Corey Mecham (6:18 pm)
  - a. Reviewed article at [Nationathope.org](http://Nationathope.org)
- III. Pledge of Allegiance led by Jaren Gibson (6:21pm)
- IV. Mission Statement by group recitation (6:22pm)
- V. Approve minutes from 01/24/2019 (6:22 pm)
  - a. Stand approved
  - b. Jaren Gibson welcomes Stacy Phillips, Janie Stoddard and Karen Piper as special guests

## PUBLIC COMMENT

- I. Public Comment: (6:22 pm)
  - a. NONE
- II. Response to Public Comment: (6:22 pm)
  - a. NONE
- III. Jaren Gibson asked that the board and meeting attendees visit the literacy night going on simultaneously. Deb Ivie shared the event goals and activities. Brian Storrs shared that the parents are being given lexile reading scores and information about their child's learning to assist learning at home.

## BREAK

- IV. Reconvene for meeting—Adriane Olsen arrive (6:40 pm)
- V. Jaren asked Deb how often literacy night type events are held.
  - a. Deb Ivie reported that every other month will be an outreach activity for the community to give parent supports.

## INFORMATIONAL ITEMS

- VI. Questions and Feedback regarding Kearns Director's report by Esther Blackwell(6:42 pm)
  - a. Esther reviews the calendar of events that board members can attend.
  - b. Enrollment is steady and the waitlist is long.
  - c. Staff recognitions are Raven Duran, Dalton Horscroft, Rachel Johnson
  - d. Open for Q&A, Adriane Olsen asked about the Kindergarten celebration time of day. That information will be gathered and given to Adriane.
- VII. Questions and Feedback regarding Executive Director's report by Eric Robins (6:57 pm)

- a. He shared about the Vision and Mission of Entheos Grant submissions. 2 submissions from Kearns need submissions from Magna.
  - b. Jaren requests the board members review the submissions. Eric said the due date will need to be adjusted accordingly to allow more submissions from the Magna campus.
  - c. The Service Learning Night will be moved to Magna this year. Invitations will be given to the community at large including direct invites to local and state leaders.
  - d. Eric has another meeting with the developer working on the property to the front of Kearns. AT that time the lease agreement will be specified more .
  - e. Alisha Cartier (arrival 6:49 pm).
  - f. Opened for Q&A none
- VIII. Questions and Feedback regarding Magna Director’s report by Brian Storrs(6:52 pm)
- a. Brian reported on recent calendar events.
  - b. Staff Recognitions are Cynthia Edwards, Leslie Harris, Dave Schaat
  - c. Open for Q&A: none
- IX. New Trimester Calendar motions by Eric Robins
- a. Charter was originally written for trimesters and when Entheos had an active 9<sup>th</sup> grade quarters were necessary. Now the district would like to return to trimester. It works better with school breaks, matches expeditions better and gives that last trimester a focus on testing, service learning etc.
  - b. **MOTION 1: Corey Mecham motions to approve the amended Entheos district trimester calendar. Adriane Olsen second. Motion passed by unanimous vote (Addendum C)**
- X. Budget and Finance Report, Brian Cates Reporting (7:01 pm)
- a. Brian shared the current budget as of January 1, 2019
  - b. The Utah Grants system has not been readied by the state for use, but Red Apple is ready when it opens for funds requesting.
  - c. Cash basis is holding steady. Enrollment dropped slightly from the month previous.
  - d. Jaren requests seeing the March 1 enrollment numbers when collected tomorrow. Brian will supply.

## DISCUSSION ITEMS

- I. Turnaround Status and Academic Report by Brian Storrs (7:06pm)
- a. Brian turns the report over to Mat Edvik. K-3 is a concern and the data that was present to start. Teachers did their beginning of the year benchmark. Then set an end goal and set weekly targets to meet the typical growth requirement. Teacher teams have been comparing those targets to weekly results. Board was presented with testing benchmarks and teacher set targets.
  - b. Kindergarten is seeing proficiency, on track growth.
  - c. 1<sup>st</sup> weekly progress monitoring is concerning. Jainie Stoddard is working with teachers as the EL school designer to develop RTI in phonics and phonemic awareness at a tier three level to focus in a way Magna has not in the past. There was no assessment listed in 1<sup>st</sup> grade, due to error on Mat’s part so it isn’t known if that assessment was done. Jaren requested that follow up be done to get this data.
  - d. 2<sup>nd</sup> grade-There are still shortfalls. One teacher is struggling and Jainie is developing plans to work with that teacher. In math well over 50% were proficient to benchmarking data.
  - e. 3<sup>rd</sup> grade-36% of students in ELA are on pace to meet growth goal. Math had growth and strong change.

- f. 4<sup>th</sup> grade – Reading had good growth of proficiency. Math had growth in proficiency
- g. 5<sup>th</sup> grade – Reading -In both reading and math there was only movement from beginning levels to developing and little movement into proficiency. More student instruction on decimal comparisons is needed. Writing is a continued concern for the teaching team.
- h. 6<sup>th</sup> grade – Reading required a reassessment as students were originally clicking through and not completing the assessment honestly. Math – number systems benchmark is very low and they are struggling. There are effort issues in math as well and teachers are trying to work with students on effortful work and trying their best on assessments.
- i. 7<sup>th</sup> grade-many students are moving at or near the standard. This grade looks very hopeful.
- j. 8<sup>th</sup> grade – There was not much movement in ELA and math, this is mostly due to effort issues. Those are being addressed with open conversations and attempts to help students understand the good of an increase of change to their scores. Math began at a 60% near or at proficiency.
- k. Brian Storrs reviewed next actions of the 60 day plan for each grade level. The plan was developed with a focus on skills development and not professional development. Additional student tutoring opportunities have been added and paras are working more with students and not taking on clerical duties.
- l. In the middle school the kids are working on iReady and then teachers are pulling kids out to develop individual skills. In addition, low performing students will be required to attend additional math learning rather than attend specials classes.
- m. Eric Robins addresses the Uniform Growth Goal. As a district we are behind and K-3 funding is based on meeting that goal. DIBBELS scores require following the plan and meeting that goal.
- n. Open for Q&A
- o. Jaren comment that staff and teachers are trying and he appreciates that, but will this lead to student efforts. Alisha asked about communication with parents. The communication has been left up to individual teachers. Parents have become involved with large scale events, but not in the classroom and support. Janie spoke to the issues of getting the data for a classroom and getting action plans to it. Part of the action plan is leveraging the parents in the classroom. Teachers need a plan for how to use parent volunteers a process up to now only implemented with teachers capable to take that additional initiative.
- p. Jaren asked Mat about how the teams are addressing effort issues. Mat said the issue was addressed in open discussion and it's clear that data teams need to help students see their own progress more.
- q. Call for comment from school mentors. Janie Stoddard and Stacy Phillips commented on the strengths of Magna and that the gaps in skills focused teachers and strong individuals education are being dealt with.
- r. Jaren expressed appreciation to the additional support and mentorship.
- s. Jaren asked for Esther's input on the situation. She feels many good things are being implemented and she has worked with Brian and Mat to share some RTI resources for improvement. She feels good about the teacher retention and the enrollment retention even in the face of the turnaround. She does suggest teachers attend the state training on Dibbels that Kearns teachers have found very effective.
- t. Eric Robins discussed the need for additional funds to turnaround. He request the board approve up to an additional \$100,000 to cover additional costs for this turnaround process, RTI development etc. This will require a letter to the bond holders but we should be able to structure those funds to still meet bond requirements. Corey

Mechamasked about dispersal time frame. It will be from now to June 30, 2019. Much will be used immediately to put the RTI structures in place. It would be on this year's budget. Anything not spent by June 30 2019 will return to cash reserves. Corey Meecham will discuss investment recoup options in finance meeting.

- u. **MOTION: Alisha moves to approve the additional Magna turnaround funds up to \$100,000 to be dispersed on this year's budget. Adriane Olsen second. Motion passes by unanimous vote.**
- II. Work Plan review Kearns (8:25 pm)
  - a. In director's report there was k-3 Dibbels data showing the state target numbers was 48% last year and Kearns had 46%. This year the state number has moved to 62%. This creates a much larger gap. This was a known issue at the beginning of the year due to the 2% gap and is now a larger issue. Middle of year benchmarks were completed and students went from 46% to 51%, but that is still a shortfall. State sent a letter saying that they expect us to not make it and we will be on watch for Early literacy. These scores are attached to literacy funding that could be lost with 60% is not met. She anticipates we will meet the 62% goal. It is a district number so both Magna and Kearns are working on this..
- III. Board Development (8:40pm)
  - a. Adriane Olsen did not attend the UAPC training and has nothing to report.

#### ACTION ITEMS

- I. Policy updates and Reviews by Annette Barney
  - a. Annette turns to floor to Corey Mecham. He shared a review of changes to policies. Main goals were to remove casual language and redundancy. Corey expressed that a lack of clarity in the type of disciplinary action in the no touch policy leaves the school open to inequitable punishment application. Corey would like a clear procedure for this discipline from the administration.
- II. Alisha asked about the reference to Boy Scout safety rules.
- III. Uniform policy, Alisha asked about the "skinny" jeans reference that is not enforced. No motion was made to alter the policy.
- IV. **Motion 3:** To approve the revised [Fieldwork Policy and Protocol](#) with presented changes
  - a. **Adriane Olsen motions to approve the revised Fieldwork Policy and Protocol, Corey Mecham seconds** (Addendum A)
  - b. Motion approved by unanimous vote. (8:45 pm)
- V. **Motion 2:** To approve the [Overnight Fieldwork Excursions Policy](#) with presented changes
  - a. **Corey Mecham motions to table the overnight field work excursions policy for the addition of a campout safety policy. Adriane Olsen seconds**
  - b. Approved by unanimous vote (8:45 pm)
- VI. **Motion 3:** To remove and archive the [Reciprocity Policy](#)
  - a. **Corey Mecham motions to remove and archive the Reciprocity Policy. Adriane Olsen seconds.**
  - b. Motion approved my unanimous vote (8:46 pm)
- VII. **Motion 4:** To approve the revised [School Wide Assessment Policy](#) and the revised uniform policy.
  - a. **Corey Mecham motions to approve the revised School Wide Assessment Policy and the revised Uniform Policy. Alisha Cartier seconds** (Addendum A)
  - b. Motion approved by unanimous vote (8:46 pm)
- VIII. **Motion 6:** To accept the [resignation of Stephanie Gibson](#) effective Feb 28<sup>th</sup>, 2019
  - a. **Alisha Cartier motions to accept the resignation of Stephanie Gibson effective February 29<sup>th</sup>, 2019, Corey Mecham seconds.** (Addendum B)

b. Motion passes by unanimous vote (8:47 pm)

ADJOURN

I. Motion to adjourn Alisha Cartier. Corey Mecham seconds. (8:50pm)

# Addendum A

## Policies Approved

### FIELDWORK POLICY AND PROTOCOL

#### Purpose

Entheos Academy board supports the development of students academically through safe hands-on field work. All fieldwork will support the vision and purpose of the Entheos Academy charter and comply with Utah state education guidelines and outlined protocols for optimal participant safety.

#### Definition

Fieldwork is defined as work done off-campus in pursuit of classroom projects. Fieldwork may include library research, interviews and specimen collection.

#### Policy

Students may leave campus for field work outings and other activities as outlined in the Universal Fieldwork form. A note will be sent home to parents/guardians describing the date, time, location and purpose of the fieldwork excursion no later than one week prior to the excursion.

Students who do not have a signed Universal Fieldwork form will require parental consent each time they leave campus for a school-sponsored activity.

#### Protocol

##### Transportation

- When students leave campus for any school sponsored activity not within walking distance, the ideal mode of transportation is via school bus.
- Adult supervision is required throughout the bus. Teachers and volunteers will disperse themselves amongst the students. **Students must stay seated on the bus and follow the same school rules and guidelines that are expected of them in school.** If a school rule is broken during a fieldwork excursion, disciplinary action will be taken.
- When acquiring bus services is not possible, Entheos volunteers may transport students in their own vehicles.
- **When students are transported by volunteers the following applies:**
  - Any volunteer transporting students will be required to submit a copy of his/her driver's license, as well as a copy of their proof of insurance. This information will be kept on file in a **locked** location.
  - Drivers will submit a background check form ~~with a copy of their current driver's license and~~ valid insurance information to the Entheos front office. Background checks need to be submitted every two years.
  - All drivers and the front office will have a copy of the transportation organization chart (drivers and assigned students) along with cell phone numbers of each driver. If changes are made (student absent, cell phone number change, etc.), drivers should make a new copy and submit to the Entheos front office before departure.
  - ~~During transport, a "wagon train" is a must. This means that cars will follow each~~

- ~~other from the point of departure to arrival. If one vehicle pulls over, all vehicles will pull over until everyone is ready to go again.~~
- o During transport all cars will follow each other from the point of departure to arrival.
- ~~o The minimum requirement during transport is one adult and two or more students—never one-on-one. One-on-one ratio between adults and students is not permitted.~~
- o The minimum requirement during transport is two or more students per adult. One-on-one ratio between adults and students is not permitted.
- ~~o All students will ride in the back seat leaving the front seat open. Exceptions only include allowing your own child to ride in the front seat.~~
- Before every departure, whether from school, fieldwork site, or en route, the teacher or volunteer will ~~take role, as student is boarding the vehicle, in order to~~ ensure each student is safely boarded.

Entheos Expeditionary Learning is not responsible for accusations arising from personal conduct in personal vehicles. For your protection, please follow guidelines as outlined above.

## Behavior/Safety

To help with supervision, teachers and volunteers will each be responsible for a specific, small/manageable group of students. Volunteers and staff are required to follow the fieldwork schedule of activities. Each student will stay with their assigned group and adult for the entire outing.

Adults must respect the privacy of students ~~in situations such as changing clothes~~ and intrude only to the extent that health and safety require. Adults must protect their own privacy in similar situations. Examples include swimming, scuba diving, etc.

Students ~~will~~ must understand that each adult volunteer who accompanies their class is an authority figure and has the ~~right~~ responsibility to make sure rules are being followed, and that students are being kept safe and ~~acting~~ conducting themselves respectfully.

Each teacher ~~should~~ will establish a short list of rules and expectations that ~~teach~~ instruct students how to ~~act~~ conduct themselves respectfully and responsibly wherever they visit, from visiting a museum, to hiking in the mountains (~~i.e., listening quietly while the group is being addressed, respecting property by not climbing on structures, leaving the outdoors as we found it, etc.~~). These guidelines should be reviewed with students EACH time they leave the school for an outing.

- Staff is required to check for any medical conditions and/or medications before departing on a fieldwork excursion.
- A first aid kit must accompany a teacher/volunteer on any fieldwork excursion.
- In the event of an emergency, teachers or volunteers must call Entheos administration as soon as possible. If it is a life or death situation call 911 before calling the school. Do not call any parents from the emergency site. All parent calls **must** be made from an Entheos

administrator or board member or those staff instructed by such persons.

- Also, all media inquiries must be directed to the Campus or Executive Director . Staff may speak with media about the incident at the discretion of Campus and Executive Directors. Student privacy should be maintained in all media inquiry situations. Do not speak to any media regarding the incident.

## SCHOOL WIDE ASSESSMENT

Entheos uses state mandated testing and requires portfolios at student led conferences.

Standardized testing occurs throughout the year for all grade levels of students, as mandated by the ~~Utah State Office of Education~~ Utah State Board of Education. Classroom curriculum will be structured to prepare students to take these on mandatory exams and do well on them. All teachers will be required to familiarize themselves with the state core requirements for their subject areas and design lesson plans around them. The current core curriculum, as well as its correlation to standardized assessment, can be found on the USOE website ~~www.usoe.k12.ut.us~~. can be found by inquiry to the Utah State Board of Education.

## **Addendum B**

### **Resignation of Stephanie Gibson**

Dear fellow Board members,

It is with a heavy heart that I submit this letter to the Board. Due to family circumstances, and based on State Charter Board recommendations regarding board member terms, the time has come for me to resign.

It has been such a pleasure working with such high caliber people. Entheos truly has the best Board, administration and teachers (at both campuses)! Thank you for all of the time and hard work each of you constantly put forth to make Entheos an amazing school. In my opinion, Entheos is doing a tremendous job at fulfilling its Mission in every way.

I would love to be considered as a Board Advisor in the future as soon as Board and personal circumstances will allow. Perhaps even down the road, serving another term on the Board will be a possibility. Until then, I trust and have great confidence in the current Board and staff in their abilities to steer the school to reach even greater heights and continue to fulfill the vision of Entheos.

Sincerely,  
Stephanie Gibson

# Addendum C

## Trimester District Calendar

### DISTRICT ENTHEOS ACADEMY 2019-2020

[entheosacademy.org](http://entheosacademy.org)

August 19						
Su	M	Tu	W	Th	F	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

**Elementary School**      **Middle School**  
**Regular Days** 8:25-3:10      **Regular Days** 8:25-3:20  
**Early Release** 8:25-1:30      **Early Release** 8:25-1:40  
**Kindergarten**  
**Regular Days** AM 8:25-11:25 PM 12:15-3:10  
**Early Release** AM 8:25-10:30 PM 11:30-1:30  
**Friday Release** AM & PM 8:25 - 10:30

September 19						
Su	M	Tu	W	Th	F	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

October 19						
Su	M	Tu	W	Th	F	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

November 19						
Su	M	Tu	W	Th	F	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

December 19						
Su	M	Tu	W	Th	F	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

January 20						
Su	M	Tu	W	Th	F	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

February 20						
Su	M	Tu	W	Th	F	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29

March 20						
Su	M	Tu	W	Th	F	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

April 20						
Su	M	Tu	W	Th	F	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

May 20						
Su	M	Tu	W	Th	F	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

June 20						
Su	M	Tu	W	Th	F	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

July 20						
Su	M	Tu	W	Th	F	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

August 20						
Su	M	Tu	W	Th	F	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

September 20						
Su	M	Tu	W	Th	F	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

	Early Release
	School Closed
	First Day of Class
	Last Day of Class
<b>First Day of School - August 21, 2019</b>	
Labor Day - September 2, 2019	
Teacher PD Day - October 17, 2019	
Fall Break - October 18, 2019	
Student Led Conference After School Oct. 24, 2019	
Student Led Conferences/No School - Oct. 25, 2019	
End of Trimester 1 - November 22, 2019	
Reporting Day - November 25, 2019	
Teacher PD Day - November 26, 2019	
Thanksgiving Break - November 27 - 29, 2019	
Winter Break - December 20 - January 3, 2020	
Teacher PD Day - January 6, 2020	
Parent/Teacher Conf. After School - Jan. 16, 2020	
Parent/Teacher Conf. No School - Jan. 17, 2020	
MLK Day - January 20, 2020	
Teacher PD Day - February 14, 2020	
Washington and Lincoln Day - February 17, 2020	
End of Trimester 2 - March 12, 2020	
Reporting/Snow Day - March 13, 2020	
Spring Break - March 16 - 20, 2020	
Teacher PD Day - April 10, 2020	
Spring Recess - April 13, 2020	
Memorial Day - May 25, 2020	
Student Led Conf. After School - June 4 2020	
Student Led Conf. No School - June 5, 2020	
<b>Last Day of School - June 5, 2020</b> (End of Trimester 3)	