

# ENTHEOS ACADEMY BOARD RETREAT MINUTES

July 13, 2018 9 am

Held at Brighton Resort, Manor Room 8302 S. Brighton Loop Rd, Brighton, UT  
84121

## OPENING

- I. Roll Call
  - a) Board Members Present: Alisha Cartier, Fabian Castro, Jaren Gibson, Stephanie Gibson, Corey Mecham, Adrienne Olsen, Nate Pilcher, Xazmin Prows,
  - b) Board Members Excused: none
  - c) Board Advisors also present: Annette Barney as Secretary, Mat Edvik as Teacher Improvement Specialist, Eric Robins as Executive Director, Sue Talmadge Director of Compliance, Esther Blackwell as Magna Director
  - d) Board Advisors Excused: Deb Ivie
  - e) Time: 9:20 am
- II. Welcome by Jaren Gibson (9:20 am)
- III. Opening Circle Up by Mat Edvik (9:25 am)

## AGENDA ITEMS

- I. Esther Blackwell shared about her situation as new Entheos Kearns Campus Director.
- II. UPACS training recap by Alisha Cartier (9:56 am)
  - a) Items included creating a board culture by quality board member selection, clarity of charter and goals, new board member orientations and regular review of the charter.
  - b) Ted Talk: My Invention that Made Peace with Lions by Richard Turere
  - c) This training and others in the 6 part series will be repeated next year from UPACS
- III. Charter University Discussion facilitated by Xazmin Prows (10:20 am)
  - a) Using the book Charter University by Brian Carpenter Xazmin shared parts of the book she found most useful including reminders of board purpose and who the school owners are and utilizing this book for further board training.
  - b) The floor was opened to board members to discuss the points of interest to them. Fabian Castro shared the book gave him the understanding he needed to know his role as a new board member and in what ways he can support the mission of the charter. Corey Mecham found the 1<sup>st</sup> part most valuable to understand that the board is leading a school, not managing a school. The board discusses financial issues well enough at the board meeting but would like more information about student outcomes. Mat Edvik expressed that neither school is strong in market or authorizer accountability, but improving. Sue Talmadge thanked the board for being flexible with the feedback from administration.
  - c) Discussion was held about how best to reach parents at the Magna campus as parent participation has been low.
  - d) The discussion closed with a reminder by Xazmin that the board is accountable to the owners of the school and those owners are the taxpayers.

- IV. Break (11:05 am)
- V. Future Board Training Plan by Nate Pilcher (11:15 am)
  - a) Nate opens the floor to the board for a discussion of what it would value in a training program this year. Alisha, Xazmin expressed support the this idea. Alisha requested board book suggestions from the administrators to keep in snyc with their focus for leadership.
  - b) Nate close by saying he would create a training plan for review by the board to be implemented each month. Sections will be assigned out to different board members to lead the training.
- VI. Committee Review by Annette Barney (11:30 am)
  - a) The Audit committee was disbanded as it had not met and the purpose was duplicate effort by board members with paid auditing firms. The Celebration of Service Learning Committee was disbanded as all planning takes place at the Campus director levels and the Board Chair will serve as a liason. Committes to remain and assignments are in attachment A.
- VII. Board Member Development discussion lead by Jaren Gibon (11:48 am)
  - a) Corey Mecham suggested a new board member mentoring/sponsor-type program.
  - b) Jaren suggested a formal board member job description
  - c) Alisha Cartier suggested changing committee assignments for growth of board members
  - d) Eric suggested looking for future board members in the school land trust committees and PCO. Grooming should begin early. And the board should have an idea of wht type of expertise they would like in future board members. He suggested advertising.
  - e) Xazmin reminded the board of a formal selection process resume, letter of intent, job description, meetings, new member packet, sponsor etc.
  - f) Sue recommends advertising at senior centers for experienced individuals.
- VIII. LUNCH and break for Team building activity (12:15 pm)
- IX. Open meeting law Retraining by Annette Barney (1:45 pm)
  - a) Reminder that a quorum makes a meeting whether physical or electronic (including email and text).
  - b) Closed meeting reasons and purpose should be clear and information about that meeting given before board meets.
- X. Charter Changes by Eric Robins
  - a) The state charter school board requests an amendment process that is much simpler than previous methods. Eric requested 10 minutes each board meeting to go through headers and section of the charter to give updates and then send those to the charter board to bring our charter in greater compliance with the state's formating needs.
  - b) It was proposed that at the August board meeting the board take 20-25 minutes to create a game plan for the items to discuss and lay out a plan
- XI. Work Plan (2:25 pm)
  - a) In the absence of Brian Storrs, Mat Edvik shared the workplan overview for Magna Campus..
  - b) Esther Blackwell shared the work plan for Kearns Campus.
- XII. School Land Trust Changes reporting by Eric Robins (2:58 pm)

- a) Eric Robins shared that each campus will have its own school land trust committee. The members will be voted in by the parent body at large. The committee will bring recommendations for school land trust expenditures to the school board for approval.
- b) Committees are expected to be formed by the beginning of October. Will meet at least 2 to 3 more times each school year and will then give recommendations in the March or April board meeting.
- c) This change is to keep the school in greater compliance with the state laws surrounding the School Land trust program.

#### XIII. Parent Survey Review (3:06 pm)

- a) Jaren Gibson handed out previous survey data and questionnaires.
- b) A parent survey has not been completed in the last 2 years.
- c) A survey will go out in June of 2019 (last week of school or at final student conferences)
- d) Previous parent response rates were less than half.
- e) Feedback was requested from the board members for the survey and questions.
  - i. Stephanie Gibson suggested a question about how we are fulfilling our mission statement.
  - ii. Nate Pilcher requested feedback on parent-teacher communication
  - iii. Stephanie asked for an evaluation by parents of how they are seeing character goals in their home.
  - iv. A question about school safety.
  - v. Eric Robins suggested using a quick 3 question classroom survey in Compass at midyear for specific teacher feedback.
- f) Jaren Gibson will rewrite the survey with feedback for board review.

#### XIV. BREAK 3:45 pm

#### XV. Looping at Magna (3:55 pm)

- a) Mat Edvik and Eric Robins explained the current situation and future possibilities of looping at the Magna Campus.
- b) Eric reported that the charter says we are a looping school. At this time Magna does not loop. KEarns campus loops 1<sup>st</sup> and 2<sup>nd</sup> grade. Thus far good results have come at those grades. Previously Kearns tried 3<sup>rd</sup> and 4<sup>th</sup>, but 3<sup>rd</sup> grade is too critical a testing year for teachers to be new to the testing every other year. Then Kearns tried 4<sup>th</sup> and 5<sup>th</sup> grade looping. Unfortunately looping at that age showed poor results in student test scores despite having quality teachers that desired looping. Eric does not recommend further looping at Kearns campus at this time.
- c) Mat Edvik reported that looping was suspended at Magna for the purposes of turnaround. He does not see the school and the staff being ready to implement looping for 3 to 4 years. As staff must be seasoned to do it and turnaround successful.
- d) Alisha Cartier requested an expectation should be given to Brian Storrs that looping is a future consideration and strong expeditions will be necessary for that to happen. Also future staffing needs should be made aware of the looping possibility.

#### XVI. New School Organization (4:06 pm)

- a) Eric Robins reviewed the organizational chart of the Entheos District.

- b) Magna campus does not have an assistant director and that may become an issue should Brian Storrs need assistance. At this time Eric reports Brian intends to be ready at start of school year.
- c) Nate Pilcher expressed concern that the school is getting too Administrative heavy.

XVII. Director Review Process (4:25 pm)

- a) Jaren Gibson presented the previous director review rubric. In the past there was talk of doing the review mid year and following up at the end of the year.
- b) Nate Pilcher expressed that the rubrics questions are not ones the board members can answer as they often involved day-to-day actions. Eric Robins suggested a self-assessment and a leadership team assessment of the directors for the board's use in the review process.
- c) It was planned that the director reviews will be done midyear and Eric will do those. At the end of the year the board will complete an extensive review of the executive director and the campus directors for final results.

XVIII. Closing remarks by Jaren Gibson

XIX. Adjourn 4:50 pm

## Attachment A

<b>Board Committees</b>							
<b>bold =committee lead</b>							
<b>Policy review</b>	<b>Finance</b>	<b>Charter Vision Grant</b>	<b>Director Review/Parent and Staff Survey</b>	<b>Charter and Bylaws Review</b>	<b>Executive</b>	Recognition	<b>Hiring</b>
Jaren	<b>Corey</b>	Nate	Jaren	Chair:Jaren	<b>Char: Jaren</b>	<b>Stephanie</b>	<b>Xazmin</b>
<b>Xazmin</b>	Eric	Xazmin	Fabian	VC: Nate	Exec:Eric	Adriane	Alisha
Annette	Mat	Jaren	<b>Nate</b>	<b>Sec: Annette</b>	Sect:Annette		Nate
Stephanie	Brian	<b>Alisha</b>		Stephanie	Admin: Sue		Stephanie
		Stephanie		Executive Director	Admin:Matt		