

# ENTHEOS ACADEMY BOARD MEETING MINUTES

January 24, 2019 6:15pm

Held at Entheos Academy 4710 West 6200 South Kearns, UT 84118

## OPENING

- I. Roll Call
  - a. Board Members Present: Jaren Gibson, Alisha Cartier, Stephanie Gibson (arrives 7:03pm), Corey Mecham, Fabian Castro, Nate Pilcher, Adrienne Olsen (6:56pm arrival)
  - b. Board Members Excused: Xazmin Prows (leave of absence),
  - c. Administrators and Staff also present: Annette Barney, Deb Ivie, Brian Cates of Red Apple, Mat Edvik, Esther Blackwell, Brian Storrs, and Eric Robins
  - d. Administrators Excused: Sue Talmadge
  - e. Time: 6:18 pm
- II. Board Welcome by Deb Ivie (6:19pm)
  - a. Shared quotes from Nelson Mandela that emulate the values of education at Entheos
- III. Pledge of Allegiance led by Nate Pilcher (6:21pm)
- IV. Mission Statement by the math curriculum committee (6:22pm)
- V. Approve minutes from 11/29/2018 (6:23pm)
  - a. Stand approved

## INFORMATION ITEMS

- I. Public Comment: (6:23pm)
  - a. Leo Hernandez, parent of a student expressed there are no changes to the school and is considering moving child to another school. Would like to help school to resolve these issues.
  - b. Aidee Harnandez comments that parents were supposed to get information about the turnaround plan and have not received communication. She is disappointed in son's scores in Language Arts and the skill level of paper work sent home.
- II. Response to Public Comment: (6:28pm)
  - a. Appreciate was expressed for the parents presence by Jaren Gibson

BREAK to review the Science Fair (6:30pm)

- III. Budget and Finance Report, Brian Cates Reporting (6:48 pm)
  - a. The report is 50% through the fiscal year as of December 31, 2018 at 3.5% of operating margin and cash balance is holding steady. Federal revenue is low because federal funds are still to be requested. That will take place soon and should be funded by end of February.
  - b. Opened for questions. None from board members
  - c. Brian reported that Squire, the auditors, are willing to report their findings to the board and he can set that up if desired.
- IV. Questions and Feedback regarding Executive Director's report (6:54pm)

- a. Per the turnaround warning letter, root cause analysis is taking place with focus group inquiry. One question is asked, “Why do you think we didn’t make it out of turnaround?” Getting good data and after it’s gathers, the team will decide top 3 root causes and submit those with a plan for solution to the state.
  - b. The State School Board will be meeting all day February 8<sup>th</sup> and the Entheos request for extension will be on the agenda.
- V. Questions and Feedback regarding Kearns Director’s report with Esther Blackwell (6:59pm)
- a. Calendar items coming up of note are the science fair and Discover Cycle Recital.
  - b. Enrollment lost a few students left over winter break. Spots are being offered to wait listed students.
  - c. Staff Spotlights were Deb Bore, Melanie Louvierie and Cinnamon Norton
  - d. Now there is a 4H support program for reading before school. Participation is about 20 kids per day.
  - e. Stephanie Gibson arrives (7:03pm)
  - f. Parent Involvement page was added to the website to make access to volunteer opportunities easier for parents.
    - i. Alisha Carter shared that Magna does not log with Compass, so there should be a note about that on the Parent Involvement page.
- VI. Questions and Feedback regarding Magna Director’s report with Brian Storrs (7:06pm)
- a. Brian reported the science fair took place. The Discovery Recital will be Feb 7<sup>th</sup> and other calendar items board members can attend are highlighted in his report.
  - b. Enrollment shows a majority of open spots are in the 7<sup>th</sup> and 8<sup>th</sup>.
  - c. Staff recognition included Emma Hocking, Jeff Stirland and Alice Duran.
  - d. Alisha Cartier asked if PCO will be part of the family meeting upcoming. Brian said yes.
  - e. Nate Pilcher asked for clarification on the iReady celebration. Brian explained many students have done so well in iReady that a celebration of their achievements was held.
  - f. Jaren asked about next parent meeting. Brian said currently one in April will be a resources availability meeting for parents, perhaps another one will be held before then.
  - g. Alisha Cartier asked if Magna has reached out to other turnaround schools for how they better involved parents in the education of their children. Eric Robins reported he has the schools information that were recommended by the USCSB and he has not yet completed that research.

## DISCUSSION ITEMS

- I. Math Curriculum Committee report by Deb Bore, Gaylynn Hansen, Raven Duran and Tracy Kauffman, Carly Coles (7:15 pm)
  - a. Debra Bore opened introducing all members of the committee, as it represented teachers of varying grades, administration, board and both campuses.
  - b. The process involved starting with EdReports ratings, getting samples from all the vendors, creating a wish list of curriculum items. Samples were compared to the wish list and narrowed to 6 companies. All 6 companies gave on site presentations. After that it was again evaluated against the wish list and narrowed to the top 3 choices that were test run in classrooms.
  - c. Tracy Kauffman presented about the GoMath test run and results. The flow of lessons was clear and easy to apply. Students enjoyed the games and videos available. Also included online access to textbooks at home. Some drawbacks include there were lots of materials, the curriculum timelines were not accurate to the time spent on the material. Most diagnostics were multiple choice and didn’t give quality of data. It’s a

very scripted curriculum. Quote including consumable materials is \$127,059.79 for 5 years, \$25,411.96/year, \$25.58 per student per year.

- d. Raven Duran shared the committee review of Big Ideas. The benefits include being ELL friend, parent communications are included for lessons, access online to digital tools for parents and students at home, math literature is included in the curriculum. Drawbacks included lessons lacked a flow, it was scripted, only offered oral assessments for 1st grade so it was heavy work for teachers to get diagnostic information. Quote including consumables \$109,122.30 for 6 years, \$18,187.05 per year, \$17.59 per student per year.
- e. Gaylynn Hansen presented the committee's review of Ready Math. Pros of the program included immediate buy in for the students and precise diagnostic tools that individualize to students. In class experience was exciting to give students lessons on their level. Cons included that it was a lot of information to digest all at once and then turn into lessons. Quote for curriculum \$199,330.48 for 6 years, \$33,221.75 per year, \$32.13/student/year.
- f. The committee recommends Curriculum Associates Ready with the iReady program for its creation of large growth in struggling students and individualized teaching capability.
- g. Carly Coles shared positive student stories and reflections on the Ready Math program.
- h. Floor was opened for questions
  - i. Stephanie Gibson asked what are the lessons like and vary from the other curriculums? Carly Coles students get individualized plans to filling gaps, but there are lots of thinking and communication portions. The program gives one example and explains it in depth versus many examples that do not increase the depth of knowledge.
  - ii. Stephanie asks about the proficient students performance. Deb Bore reported that on grade level have not progressed as much, and that is probably due to the growth focus.
  - iii. Alisha Cartier if the diagnostics are testing all a student should know? Carly reported it is adaptive testing all the domains of math, but ceasing testing when a skill is not known
  - iv. Alisha Cartier asked about parent access to the data on iReady for their child. At this time there is not separate parent log in.
  - v. Fabian Castro asked if the diagnostics is interactive or straight computation? It is far better with depth of knowledge testing and it is highly interactive.
  - vi. Stephanie asks about the overwhelming level of content, will teachers be able to implement it. Having already piloted the program the committee feels supports can be in place to implement the program effectively.
  - vii. Stephanie Gibson asked for a comparison to Singapore Math. The ideals and constructs of teaching in Singapore math were available in all of the top 3 choices.
  - viii. Eric Robins verified that quotes included consumables. Committee confirmed that.
  - ix. Eric reported that this curriculum cost will be lower than current costs
  - x. Eric asked for the teacher time commitment to implementation and maintenance. The program manages grading and evaluating results, new teachers and those less tech savvy will have a large time, but supports and training will be available. Esther Blackwell supports that the startup phase will be shorter than average for a new curriculum.

- xi. Stephanie asked how it ties in Expeditions. Presentation decks are editable and can be adapted for expeditions.
- xii. Eric asked how the day to day curriculum fit with EL education? The program involves pair shares, thinking and isn't strictly scripted, so that Involves pair shares, in-depth thinking and isn't strictly scripted. Also the lesson plans develop good flow with interactions and debrief.
- xiii. Eric Robins asked if the curriculum will be clear and applicable on Curriculum Nights for parents. There are parent letters in English and Spanish for every lesson and the parents can have all the information, work sheets have QR codes to link to videos for parent support.
- xiv. Eric asked if this will require an increase in available technology in creasing costs and needing more chrome books. The program prescribes no more than 50 minutes per week on the iReady system the remainder is in class, groups and non-computer activities. Sharing of current computers is possible and schedulable.
- i. Jaren turns the floor to Adrienne Olsen on the committee. Adriane agrees Ready Math is best.
- j. Nate Pilcher asked about concerns. Implementation will require efforts and a paradigm shift by parents in the style of help they offer. The largest concern is keeping students on task while on a computer
- k. Board expressed appreciation to the math committee

**MOTION 1: Stephanie Gibson motions we accept Ready Math as the new math curriculum for Entheos Academy. Alisha Cartier second. Motion passed by unanimous vote (8:43pm)**

- II. Bylaws change report by Jaren Gibson (8:45 pm)
  - a. The State Charter School Board requires that the bylaws come in compliance with what is on file. The message was that perpetual membership can not be an option. In response to state requests, Stephanie will be stepping down and Alisha will step down June 5<sup>th</sup> and Jaren Gibson will step down at the end of next year. Jaren said that Xazmin will return then her term and Nate Pilcher's term lengths will need to be addressed.
  - b. Stephanie expressed she is resigning for family reasons and to aid in compliance with the state requests.
  - c. Jaren said board advisors may need to be reconsidered in the future to allow for previous board members to be advisors if they so choose.
  - d. Mat Edvik reported that USCSB publicly recorded our efforts for compliance and has documented the school is takin action per the warning letter.
- III. Turnaround Status and Academic Report by Eric Robins (9:03pm)
  - a. School administrators are going through the warning letter and branching out to how we can best support the school. An additional EL trainer was hired. Dina is training teachers more on how to get on Rise. Eric is leading the focus group efforts. Long term the math curriculum change will help. All data as requested will be submitted to the state going forward.
  - b. Alisha Cartier asked about home visits and resources for parents. Brian Storrs said some teachers do home visits others do not. Stephanie Gibson asked that schools are doing phone calls to create better communications. Eric agrees that a clear communication plan needs to be developed so that it is not just more but better communication
  - c. Mat Edvik reported about the middle school math. The median growth is 119% of growth. And middle school math was less than 10% proficient. At this time they are already improved.

- d. Teacher training is tightening up work on instructional cycles. And standards mastery checks will be done monthly in time for a board report.
- IV. Policy Review and Update by Stephanie Gibson (9:33 pm)
  - a. Classroom Content changes were made to give the policy a purpose and defined the content that must be reviewed and approved by directors.
  - b. School LAND Trust and School Community Council policy is new and was created in compliance with the State rule.
  - c. Fieldwork Protocol a typo of “must will” changed to “must”
  - d. Overnight Fieldwork Protocol. Alisha and Corey requested a definition of fieldwork for these policies and should be sent back to committee.
  - e. Looping Policy was updated with purpose and definition.
- V. Board Development (9:44 pm)
  - a. Nate Pilcher’s Board Development training is postponed to next board meeting
  - b. UAPCS training report by Alisha Cartier (9:44pm)
    - i. UAPCS is very aware of our needs, but Joylynn is happy to come to us to give these trainings.
    - ii. The training was on why and how to form committees. State required committees include Safety, Audit and Finance, Land Trust Committee and Sex Ed committee. Board members do not have to be on these committees. There are administrative committees that report to directors and board committees report to the board. Committees can be temporary or perpetual. No committee can have a quorum of the board member. A legislative committee was recommended in the training.
    - iii. Stephanie asked if the training gave ways to maintain and keep committees going. Advertising about spaces and such include clear descriptions and time line and hours expectation, perpetual and keeping those types of ads continuously going. Also recommended administrative committees have a staff member over it to keep the committee running on schedule. It’s important to give parents the opportunity to serve on committees to find potential board members. PCO isn’t asking for levels of help and how to get parents more involved and these committees can help with that.
    - iv. Need to have a discussion of the committees and need to look at what to create and what to redefine in a near future board meeting
  - c. New Committee Member Appointments by Jaren Gibson (9:58pm)
    - i. Open floor for people to be willing to serve on the Policy Committee as it is understaffed. Corey Mecham volunteers.

#### ACTION ITEMS

- I. **MOTION 1:** (10:02pm)
  - a. Nate Pilcher motions to table the 2 policies on fieldwork both Field Work Protocol and Overnight Fieldwork Excursions until next board meeting. Alisha Cartier seconds
  - b. Motion passes by unanimous vote
- II. **MOTION 2** (10:03pm)
  - a. Alisha Cartier motions to approve the Classroom Content policy. Corey Mecham seconds.
  - b. Motion passes by unanimous vote.
  - c. Attachment A
- III. **MOTION 3:** (10:04pm)

- a. Nate Pilcher motions to approve the School LANDS Trust and School Community Council policy and the Looping Policy. Fabian Castro seconds.
  - b. Motion passes by unanimous vote.
  - c. Attachment B
- IV. **MOTION 6:** (10:05pm)
- a. Adrian Olsen makes a motion to approve the Regular Board Meeting Schedule for 2019-2020. Stephanie Gibson seconds
  - b. Motion passes by unanimous vote.
  - c. Attachment C
- V. **MOTION 7:** (10:05)
- a. Nate Pilcher motions to accept the resignation of Alisha Cartier effective June 5, 2019 Corey Mecham seconds.
  - b. Motion passed by unanimous vote.
- VI. **MOTION 8:** (10:06pm)
- a. Fabian Castro motions to approve Bylaws amendment. Nate Pilcher seconds.
  - b. Motion passes by a unanimous vote
  - c. Attachment D
- VII. **MOTION 9:** (10:10 pm)
- a. Nate Pilcher motions to approve the consent agenda and the 2019-2020 school calendar as presented. Corey Mecham seconds.
  - b. Motion passed by unanimous vote.

**ADJOURN**

- I. Stephanie Gibson motions to adjourn. Alisha Cartier seconds.
- II. Meeting adjourned at 10:11 pm

## ATTACHMENT A

# CLASSROOM CONTENT

~~Whenever material is presented in the classroom which is considered political or controversial, an alternative viewpoint(s) will be equally presented in an unbiased manner.~~

~~Before each semester, all literature used for class work needs approval by the Director. A list will be made and accessible for parents/guardians.~~

## Purpose

Classroom content and instructional materials are used to develop student academic and character performance in accordance with Utah guidelines and Entheos Charter. This policy is to maintain continuity of material to that end.

## Definitions

“Primary Classroom Content ” for this policy is defined as all curriculum and expeditions not specifically approved by the school board.

“Secondary Classroom Content” for this policy is defined as all instructional materials and fieldwork not defined by primary classroom content.

## Policy

All primary classroom content will be approved by school director to ensure

1. compliance with Utah State Guidelines and Entheos Charter
2. age-appropriate learning
3. presentation of controversial or political materials are presented with alternative viewpoints

The director will also approve and make a list of books used in primary classroom content available to parents and guardians upon request. This list will be updated, at least, annually prior to start of school year

All secondary classroom content will comply with the guidelines of primary classroom content

Secondary classroom content may, at director discretion, be subject to approval for sensitive or controversial topics.

## ATTACHMENT B

# School LAND Trust and School Community Council Policy

## Purpose

This policy is to establish the composition and duties of Entheos Academy School Community Council for the purpose of involving parents or guardians of students in decision making at the school level, improving the education of students, prudently expending School LAND Trust Program money and increasing public awareness of such funding and policies.

## Policy

In compliance with Utah Code and State Board Rules, the Entheos Academy Board of Trustees directs each school receiving School LAND trust funds to establish and maintain a School Community Council as set forth in Utah 53G-7-1202 and this policy

## Organization

1. Each school shall organize a School LAND Trust Council consisting of elected members
  - a. 4 parent or guardians of students
  - b. 2 school employees, one to be the principal or designee.
2. Each school in the organizational year, half of the terms shall be for one year and half for two years. In subsequent years, all terms shall be for two years.
  - . Elections will be held in the Spring of each year and completed prior to the last week of school and in accordance with candidacy and representation as set forth in Utah 53G-7-1202
3. The School Community Council shall elect:
  - . 1 chair from its parent or guardian members and
  - a. 1 vice chair from its parent, guardian or employee members.
4. Principals and all School Community Council members are encouraged to participate in annual training provided under the Board's direction that will include
  - . Responsibilities of chair and vice chair
  - a. Resources available on the School LAND Trust websites and
  - b. Utah 53G-7-1202

## Responsibilities

1. School Community Councils shall create a program to use its allocation of School LAND Trust funds to implement a component of the school's improvement plan or charter agreement. This plan shall include:
  - a. The school's identified most critical academic needs;
  - b. A recommended course of action to meet the identified academic needs;
  - c. A specific listing of any programs, practices, materials, or equipment which the school will need to implement a component of its school improvement plan to have a direct impact on the instruction of students and result in measurable increased student performance; and
  - d. How the school intends to spend its allocation of funds to enhance or improve academic excellence at the school.

2. The School Community Council shall present its comprehensive school improvement plan to the Board of Education annually for approval. Multiyear plans may be developed, but annual approval by the Board is required.
3. In addition, a report to parents on the implementation of last year's School LAND Trust program must be distributed by November 15th of each year. The School Community Council shall provide this information by posting it on the school's website.  
The website should include the dollar amount received each year through the program.

## Meetings

1. Meetings shall be scheduled according to the needs of the school with a minimum of four meetings per school year.
  - a. School Community Council meetings are open to the public.
  - b. Each School Community Council shall provide a meeting schedule and a list of School Community Council members with contact information before October 10th.
  - i. The principal shall enter the names of the council members on the School LAND Trust website on or before October 20 of each year
  - c. A school or school district administrator shall not prohibit or discourage a School Community Council from discussing any issue or concern raised by any School Community Council member unless prohibited by law.

## LOOPING POLICY

### Purpose

Entheos Academy board supports the development looping programs to improve teacher-student relations, facilitate stronger partnerships with parents and improve student academic performance and character development.

### Definitions

Looping is defined as a classroom of students maintaining the same teacher and cohort when advancing from one grade to the next.

### Policy

~~At Entheos, teachers will generally continue with their group of students for more than one year. This will enable teachers to get to know their students better and facilitate stronger partnerships with parents.~~ School directors shall maintain a looping program in accordance with the Entheos Academy charter for individual campuses. Teachers may loop for grades 1-2 and 4-5. Grades 3 and 6 will spend one year with their students.

Discontinuance of looping programs at either school requires board approval and review of charter fidelity.

## ATTACHMENT C

The following is the Entheos Board Regular Board Meeting Schedule for 2019-20 school year.

Board meetings are traditionally held on the 4th Thursday of the month for 10 months of the 12 month calendar year		
Exceptions to the schedule are below with ( *)		
<b>Board Meetings</b>		
Date	Location	Address
August 22, 2019	Magna Campus	2606 S 7200 W, Magna, UT 84044
September 26, 2019	Kearns Campus	4710 W 6200 S, Kearns, UT 84118
October 24, 2019	Magna Campus	2606 S 7200 W, Magna, UT 84044
Dec 5, 2019 *	Kearns Campus	4710 W 6200 S, Kearns, UT 84118
January 23, 2020	Magna Campus	2606 S 7200 W, Magna, UT 84044
February 27, 2020	Kearns Campus	4710 W 6200 S, Kearns, UT 84118
March 26, 2020	Magna Campus	2606 S 7200 W, Magna, UT 84044
April 23, 2020	Kearns Campus	4710 W 6200 S, Kearns, UT 84118
May 28, 2020	Magna Campus	2606 S 7200 W, Magna, UT 84044
June 25, 2020	Kearns Campus	4710 W 6200 S, Kearns, UT 84118
June 26, 2020	Retreat location TBD	

## ATTACHMENT D

# Proposed Amendment to Bylaws: Article 3 Section 2

### ARTICLE III

#### BOARD OF TRUSTEES

Section 3.2 Number, Election, Tenure and Qualifications: The number of trustees of the Corporation shall be fixed by the Board of Trustees, but in no event shall be less than 3 and no more than 9. Any action of the board of trustees to increase or decrease the number of trustees, whether expressly by resolution or by implication through the election of additional trustees, shall constitute an amendment of these bylaws effecting such increase or decrease.

Trustees shall be elected or re-elected by the existing board of trustees at each February annual meeting.

Trustees are elected to serve 3-year terms and may serve up to 2 consecutive 3-year terms. Any Trustee wishing to serve additional 3-year terms may do so only after taking a one-year sabbatical.

Any trustee who does not attend 75% of board meetings having been given due notice, shall be subject to removal if the remaining trustees deem it necessary.

*Provision: If a current trustee exceeds this term limit, that trustee may complete the current term and can reapply for membership after a one-year sabbatical.*

<b>Board Member</b>	<b>Started</b>	<b>Terms</b>	<b>Years</b>
<i>Jaren Gibson</i>	<i>Founding member</i>	<i>Fifth</i>	<i>13 (Stepping Down in May, 2020)</i>
<i>Stephanie Gibson</i>	<i>Founding member</i>	<i>Fifth</i>	<i>13 (Stepping Down in January, 2019)</i>
<i>Xazmin Prows</i>	<i>Founding member</i>	<i>Fifth</i>	<i>13 (Currently on leave)</i>
<i>Annette Barney</i>	<i>2016</i>	<i>First</i>	<i>2</i>
<i>Alisha Cartier</i>	<i>Founding member (Magna)</i>	<i>Third</i>	<i>7 (Stepping Down in June, 2019)</i>
<i>Fabian Castro</i>	<i>2018</i>	<i>First</i>	<i>&lt; 1</i>
<i>Corey Mecham</i>	<i>2018</i>	<i>First</i>	<i>&lt; 1</i>
<i>Adriane Olson</i>	<i>2016</i>	<i>First</i>	<i>2</i>
<i>Nathan Pilcher</i>	<i>2013</i>	<i>Second</i>	<i>5</i>