



765 E 340 S, SUITE 203  
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**ATHENIAN eACADEMY  
Board of Trustees Minutes  
Tuesday, April 21, 2020 4:00 PM**

**Welcome**

Welcome by Ron Bateman Tuesday April 21, 2020 at 4:00 pm.

**Announcement**

1. Jared Ferguson announces school to be closed until the end of the school year May 22. School will continue to be held virtually and a reminder went out to parents. There will be a virtual graduation on May 15.
2. Catapult turn-around funds were received. There is 500K to get us through the next year.
3. A new computer for each staff member will be purchased.
4. Trust lands grant is for \$84K
5. Covid relief money from the state will be around \$60K

**Call to Order** The meeting was called to order by Ron Bateman, Chair, at 4:00PM

<b>Roll Call</b>	<b>Present</b>	<b>Not Present</b>
Ron Bateman	x	
Carol Andersen	x	
Karen Ellingson	x	leaving at 5:25
Parker Fawson	x	
Don Guymon		excused
Jennifer Remy	x	
Gene Trombetti		not present

Quorum Present

Also Present: Jared Ferguson- Superintendent, Rebecca Strait- Business Manager, Kaylee Farr- Board assistant, Krystal Redmond, Pamela Larmouth, Tammie Bankhead, and Lincoln Fillmore,

**Public Comment** None



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**Approval of March 17, 2020, March 24, 2020, and March 26,2020 Special Meeting Minutes**

Carol Andersen, Secretary, presented the Minutes of the three meetings. No changes were made, and a motion was made to approve the Minutes as presented

- First: Carol Andersen
- Second: Parker Fawson
- Motion carries unanimously

**Board Training**

Lincoln Fillmore, President of Charter Solutions, provided a Power Point presentation for Board training.

**Treasurer’s Report / Financial Statements**

Rebecca Strait provided the financial statements, the bank reconciliation, bank statement and related accounting reports. Rebecca gave highlights for the final quarter of the current school year discussing final revisions for the year end. She is working with Jared Ferguson to determine the budgetary needs for next year 2021-2022. She is being conservative, treating the budget as if there will be no changes from the state.

There is currently 53 days cash on hand. Net income is currently negative, mid-March paid more to vendors when students started to work at home. Year To Date budget to actual is as it should be for the fourth quarter. Educational support services are trending high due to turn around training. Catapult was paid so there is a reduction to cash on hand. All due dates on state reports are being extended one month. There will be Board hearing in June and final passing in July. The first draft of the budget will be conservative, and changes will have to be made. There will be a need to be flexible with this budget. Lincoln Fillmore reported that we will not have data on how much money there will be. Fiscal year starts July 1, school still must start even if the state has not passed a budget.

Motion to approve the financial statements as presented:

- First: Carol Andersen
- Second: Karen Ellingson
- Motion carries unanimously

**Budget Report**

Jared Ferguson and Rebecca Strait. We are going to be extremely conservative since we do not have numbers from the state. We received the STEM grant to purchase curriculum for literacy and numeracy for elementary students. Lincoln Fillmore added that we are going to be delayed by about two months. In June we will have a hearing, two weeks of posted budget, then in the July Board meeting we will adopt the final budget, then upload the final adopted budget to the state by August 15<sup>th</sup>.



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### **Superintendent's Report**

We are being conservative due to lack of information from the state.  
The STEM grant is for curriculum literacy and numeracy curriculum.

Budget Comments Fiscal Year 2020-2021 -Lincoln Fillmore made comments about the budget. He advised that we are being delayed about two months this year. Our budget for May will be based on imperfect information. The Athenian Board will have to approve the final budget at the July meeting and upload the budget to the state prior to August 15<sup>th</sup>.

Trust Land Report -We received \$70K this past year and next year will be \$84K. A Plan must be put together and approved by committee which is mostly made up of parents. The Land grant has restrictions and must be used to improve academics of students in the school. Behavior goals can also enhance the academics. Therefore funds will be used to purchase chrome books to access online courses, access to online curriculum for high school, summer school remediation, assistance to teachers with classroom management, resilience program for secondary students for social skills for career and college readiness, and how to deal with failure to keep performing. This proposal was approved on April 16<sup>th</sup> by the committee and now needs approval by the Board.

Motion to approve the Trust Land Report

First: Jennifer Remy

Second: Parker Fawson

Motion carries unanimously

### **Reports Due to the state by June 30, 2020**

Carol Andersen provided the Board with an informational spread sheet showing all reports due to the state by June 30<sup>th</sup>. This report is for information only.

### **School Fee/Fine/Waiver Schedule Approval**

The School Fee Fine Waiver Schedule for the 2020-2021 school year has been presented in two Board meetings to the Board and the public for the required comments. After discussion, a motion was made to approve the schedule as presented.

First: Parker Fawson

Second: Jennifer Remy

Motion Carries Unanimously



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**School Academic Reports:  
Student Achievement Report**

Jared Ferguson reported on support for the seniors May 15<sup>th</sup> graduation, a few others will work into June to make sure they finish up, due to the soft closures. We are pushing to keep students engaged in their schoolwork.

**Richfield Student Academic Report**

**Richfield School Principal's Report** - Pamela Larmouth, Principal of Richfield Campus, presented her school to the Board. A Power Point presentation revealed a large and unique campus. There are four teachers who have level 2 certification, one bachelor's degree teacher who is getting her ARL. There are two Special Education Paraprofessionals both are Highly Qualified. There is one High School Mentor. Students are increasing their learning and improving their scores as the year continues. Students have completed 223 classes as of April 21 and 30% of all Athenian classes have been completed. Two Juniors will be graduating with their five Seniors. There is a strong focus on professional development – particularly in classroom management.

**Unfinished Business**

**State Charter School Board 3/11/19 letter** - Jared Ferguson reported on the status of the updated items from the 3/11/2019 letter to Athenian. The superintendent's evaluation will be completed prior to the May 19<sup>th</sup> Board meeting. This will complete the letter's last open item regarding Board governance issues.

**Turn Around Office**

A few changes: K3 literacy provider's contract has been rejected by the state. We have lost the Acadience contract. We will still have the Catapult contract. We will have more staff training.

**Charter Summary**

Carol Andersen, Board secretary, presented an excel spreadsheet with references to Board responsibilities. This spreadsheet shows both the topic, the page in the Charter, and a description of the Board responsibilities. This is a reference guide for our Board.

**Superintendent Review Forms are due the end of April to the Board Chair**

The Evaluation Form will be emailed to each of us.

Complete the Form and submit to Board Chair, prior to end of April 2020.

The Annual review of the Superintendent with the Board Chair will be in May.

The Chair will Report to the Board on May 19<sup>th</sup>. Motion to Approve the Superintendent Review Form.

First: Karen Ellingson  
Second: Jennifer Remy  
Motion carries unanimously



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### **Committee Reports / Assignments**

**Academic** – Parker Fawson reported that the committee met with the school’s leadership team to create the Mission Statement for the school. This mission statement will promote school procedures that will increase student outcome. The academic committee is looking for funding for academic improvement. Parker Fawson’s team at Utah State University has reached out to Athenian to provide assistance.

**Development** – Jennifer Remy reported that the Provo Mall has been closed for about a month. There is no access to the location and the mall staff are not on site. The mall reopening plan will not happen until May.

**Finance** - We have Rebecca Strait and Lincoln Fillmore serving on this committee.

**Governance** – Ron Bateman reminds us that all Board members serves on this committee.

**Audit** – Covid and tax extensions are creating added work for the auditors.

### **New Business**

**Coronavirus Soft Closure** - A motion was made to approve the soft closure through the end of the school year as required by the Governor’s order.

First: Carol Andersen  
Second: Parker Fawson  
Motion carries unanimously

### **Calendar for school year 2020-2021**

Motion: Approve the calendar as modified reflecting the change to 4-hour days on Fridays

First: Jennifer Remy  
Second: Parker Fawson  
Motion carries unanimously

### **Policy and Procedure Manual**

Since the Board has been restructured, and new administration has taken the helm, it is time to revisit the existing policies and consider new policies and to update the policy and procedure manual. A skeleton for the numbering system has been presented.



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**Enter Executive Session at 5:46**

Ron asks for a motion to enter executive session

First: Parker Fawson  
Second: Carol Andersen  
Roll Call Vote

	<i>Yes</i>	<i>No</i>
Ron Bateman	x	
Carol Andersen	x	
Karen Ellingson		not present
Parker Fawson	x	
Don Guymon		not present
Jennifer Remy	x	
Gene Trombetti		not present

**Exit executive session at 5:53pm**

**Other items**

No other items were discussed.

**Next Scheduled Board Meeting** May 19, 2020 4:00 PM

**Motion to Adjourn**

First: Parker Fawson  
Second: Jennifer Remy  
Motion carries unanimously

Meeting Adjourned at 5:54 PM

Respectfully submitted,

Carol Andersen  
Board Secretary