

**ATHENIAN e ACADEMY**  
**Board Meeting Minutes**  
**Tuesday, May 19, 2020**  
**TIME: 4:00 PM**

**1. Welcome**

Ron Bateman welcomed the board, faculty, guests, and community to the Board meeting at 4:00PM.

**2. Announcement –**

Jared Ferguson announced that the virtual graduation at the Provo Mall went very well. Fourteen students graduated. One or two more students are working hard to finish up so they can graduate. The keynote speaker spoke on passion and was well received by all. The valedictorian, was a junior this year and was graduating early, letting people know that our school is a refuge for anyone wanting to accelerate their education based on where she had been studying before.

**3. Call to Order**

**4. Roll Call Present:**

Present: Ron Bateman, Carol Andersen, Don Guyman Jennifer Remy, Parker Fawson  
Not Present: Gene Trombetti, Karen Ellison  
Quorum Present

**5. Public Comment, if any (Comments limited to 3 minutes).** No Public Comments

**6. Approval of April 21, 2020 Minutes.**

The minutes were presented for discussion and approval. There was no discussion. Motion to approve was requested.

First: Parker Fawson  
Second: Jennifer Remy  
Motion Carries unanimously

**7. Treasurer's Report / Financial Statements** (Karen Ellison joins us late)

Financial statements were presented and discussed by Rebecca Strait. Rebecca reminded us that the Business office does audit preparation in June and July. Audit coming in the fall. We have 56 days cash on hand. The income and expenses were presented and discussed. Expenses are where they should be. We are right on target for the year.

Nothing will be purchased for the next fiscal year FY21 until after July 1. Jared and the Board were thanked for keeping us within the FY20 budget. After discussion, a motion was made to approve the financial statement as presented.

First: Don Guyman  
Second: Parker Fawson  
Motion Carries unanimously

## **8. Budget Hearing Final Budget FY 20**

Rebecca Strait and Jared Ferguson presented the Final Budget for FY 20 and the Original Budget for FY21.

The Budget for FY21 assumed no increase in the State recommended WPU. Expenses were replicated and stayed within the income from the state. This approach is conservative. The state is redoing its budget considering the COVID Virus and economic environment. The projection of loss of service to the 4 areas as per the State Charter Board has been considered in creating this budget. When the state finalizes the budget, we will make the final adjustments.

After discussion, a motion was made to approve the Final Budget for FY20.

First: Parker Fawson  
Second: Karen Ellingson  
Motion Carries Unanimously

## **9. Budget Hearing Original Budget FY 21**

Discussion of the Original Budget for FY 21 proceeded and after discussion a motion was made to approve the Original Hearing Budget for FY21. These two Budgets - FY20 and FY21 will be available for public comment and discussion. Final approval will be made in the Regular Board meeting in June.

Motion: Approve the Budget Hearing Original Budget FY21.  
First: Karen Ellingson  
Second: Carol Andersen  
Motion Carries Unanimously

## **Proposed Salary Schedule**

In order to promote salary transparency for staff and to be consistent with other districts in our areas, Jared conducted a study to review what is done in Tremonton, Duschene, and Nephi as well as what is done in Provo. This study is a first attempt at completing a salary schedule for administrative, classified, and certified staff members. This is only a beginning draft. We expect adjustments to the schedule presented. A salary schedule helps us to budget and standardize staff salaries. This policy and schedule will assist our Auditors.

On classified salaries, the lanes represented are based on responsibility and experience. As aides (SPED) are credentialled, they will move to a new lane. The steps are accrued typically for years of service, dependent on budget.

The state asks schools to work with teachers with credentials or teachers who wish to work towards credentials. The process for becoming a teacher requires a bachelor's degree as a minimum level. There is room for

additional education to be recognized financially throughout the years. Job descriptions will be pulled together by Board member Andersen for review by staff members to uniquely describe Athenian job descriptions.

We are requesting approval of the concept of having a salary schedule. After discussion, a motion was made to approve the concept and develop a salary schedule.

First: Jennifer Remy  
Second: Carol Andersen  
Motion Carries Unanimously

### **10. State Assurance Report presented & signed**

Jared provided the annual assurance statement to the Board. The deadline for submission is June 1. Board governance for the school has been enhanced and improved significantly. We are in a healthy state of operation. After discussion, a motion to approve the Assurance Report was made.

First: Parker Fawson  
Second: Jennifer Remy  
Motion Carries Unanimously

### **11. Jared Ferguson Annual Review by the Board.**

Ron Bateman advised the Board that he had obtained the requested annual review forms and conducted the Annual Review with Jared Ferguson, our Superintendent. He was rated on scale of 1 to 5. The average review was 4.8. Jared has been doing a great job for the school. After discussion, a Motion was made to approve the annual review of our superintendent and advise the SCSB that this item has been completed

First: Jennifer Remy  
Second: Don Guyman  
Motion Carries Unanimously

### **12. Unfinished Business -**

#### **A. State Charter School Board Items from March 11, 2019 letter**

End of level testing was not possible. Prior to Covid 19 we were able to do the ACT testing. A few students did not complete the test, 13 tested, 4 achieved 18 or higher: 30.8 State required 25%. ACT Score 30.8% This was a good mark for us to hit.

Graduation rate: Working to move the mark. Janie was helpful on this. Every staff member has been helping seniors to graduate. 14 of our students graduated and participated in exercises. 82% rate. A few students have left us, and we have worked to get them associated with another school. We are working with a few to get their graduation completed, with this it will be 15 of 17 and a higher graduation rate. Right now, we are in good shape. We are working to clean up our records, following up with students who left early.

Catapult training will happen on 5/28 and 5/29. Right after teachers finish their agreement. They will receive a small stipend for attending. Support for literacy and high school. Focus on helping teachers and high school mentors to be trained. Board members are welcome to attend.

## **B. Contract Turn Around Report**

Turn around committee. Trust Lands parent committee. Another administrative meeting next Thursday. Push to have Catapult come up with a lesson plan format based on state standards. We are excited to have additional turn around funds. We are in desperate need for teacher and staff computers. We are in good shape with the turnaround team. Parker and colleagues have reached out to help me guide our staff. Things are progressing in a positive way.

Team Members –

Jared Ferguson, Pamela Larmouth, Tracy Hendrickson,  
Heather Clinton, Cheryl Mietchen, Carol Andersen, and Parker Fawson.  
3 parents

## **13. New Business -**

**A. Coronavirus –School Closing update** Students are bringing in their end of year turn in materials. Nephi is having a drive-in movie activity. We are being creative for end of year activities. Discussion of continuance in the fall based on what the state determines. We are focused on the future with two scenarios:1) continuation as we have since the Corona Virus or 2) return to school.

## **B. Committee Reports / Assignments**

### **Development –Jennifer Remy (Provo Site)**

We are gaining on the move to Provo. The State Charter Board was in favor of our move to Provo which is our hub location. When we get the bids back, we will evaluate how to proceed.

## **Motion to adjourn**

First: Karen Ellingson  
Second: Jennifer Remy  
Motion Carries Unanimously

Meeting adjourned at 5:20 pm.

The next Regular meeting scheduled will be Tuesday, June 16<sup>th</sup> at 4:00 PM