

## Board Meeting Minutes April 26, 2019

Attendance: Kami Alvarez, Rebecca Strait, Josh Mordecai, Joylin Lincoln, Tracy Hendrickson, Andrea Hurd, Tammie Bankhead, Lincoln Fillmore, Kim Ashcraft

Guests: Brett Nielson, Karen Ellingson, Gene Trombetti, Amy Smith

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1. **Call to order:** Brett Nielson, 4:34 pm, Quorum
2. **4/2/2019 minutes:** Kami presented the minutes from the previous Board Meeting. Need to be approved at the [next Board Meeting](#), 5/30/2019
3. **Review Financials** (Rebecca Strait)

The audit went well. Matt, Rebecca, and Charter Solutions are working on next year's budget. This will be up for [approval at the May Board Meeting](#).
4. **CEO Report** (Kami Alvarez)
  - a. 90 % of our scholars are returning. Projected enrollment, 585.
  - b. Working to develop core leadership. Working on what autonomy Kami will have.
  - c. We have developed very intentional daily and weekly activities to include benchmarks. With very strong messaging, we have seen gains in participation.
  - d. We are trying to improve academics, governance, and structural areas for a strong foundation.
  - e. We will develop modifications for next year, build into the Professional Development Calendar and summer training, report to Board of Directors
  - f. Maintaining all buildings with a special focus on Delta and Ballard.
  - g. Looking for retired veterans for Ballard, Delta and Richfield to help with a character leadership program.
  - h. Kudos to Heather and Tammie for completing our OCR survey! SpEd and Cheryl for moving AeA from to a 4 from a 5! And, to Rebecca for a clean audit with zero findings!
5. **Academic Directors Report, include FERPA update** (Kami Alvarez)
  - a. Turnaround meeting at the school was April 22nd. We don't have results back yet. Turnaround meeting results will be on [next month's Board Meeting Agenda](#).
  - b. We met our goal of 25% of scholars scoring 18 or higher on the ACT. Next step, once all scores are received, the high school will do a deep data dive on scores received to determine goals and plans for next year.
6. **Board training, CEO Evaluation** (Joylin Lincoln) Joylin presented a training powerpoint. May 18th, Joylin will be giving an EverLasting Board Culture, all sessions in one day. Breakfast and lunch will be provided. She is securing the location and will try to make it available virtually for those not able to attend. All board members are encouraged to attend.
7. **Discussion and action to Evaluate CEO** (Open forum conversation)

Kim will send evaluation forms to the board for completion. The results will be discussed as a key feature in the [next board meeting](#), during a closed session. This will show that we are

committed to starting somewhere. This will show what we want to focus on and what we want to hold our director accountable for next year.

**8. Review and approve Teacher and Student Success Framework** (Charter Solutions)

This will be moved to next month's board meeting agenda

**9. Formation of Governance Committee and academic Committee, (by motion): Board Appoint Karen Ellingson (Chair) and Matt Throckmorton to Governance, Dr. Amy Smith (Chair) and Kami Alvarez to Academic; Report back at next Board Meeting with duties, assignments, etc. Develop Report, Activities, new Board members (Karen, Jennifer)**

Brett moves to discuss the governance committee and academic committee with the second by Karen.

a. We need clarification at [next board meeting](#) on which Karen and Jennifer are to develop report, activities, new board members.

b. Brett would like the governance committees to come prepared with a committee report to the next meeting.

Motion to approve all four names to the respective committees: Brett. Motion to second: Karen

**10. End of Year Testing** update (Kami, team)

a. Teachers have been trained and testing begins 4/29/2019.

b. Amy had a question about the probation letter: In the probation letter they said we need a plan to test scholars who live relatively far from campus. Do we have a plan?

c. We do have a plan. Our distance education scholars come to the closest campus. Those not close enough to an AeA campus will go to their local public library where rooms have been reserved for testing. There is a doc that shows where each scholar will go to test.

**11. Update on Turn-around** (Kami, Tracy)

**Year One**

a. School Identification-Done

b. Root cause analysis-Done

c. Board establishes Turnaround committee (1 board member, principal, and teacher)

d. AeA conducts RFP to pick turnaround expert from state approved list.

e. Write and implement plan based on root cause analysis.

**Year Two**

a. Implement Turnaround.

b. Revise and review as needed.

c. Must be above lowest 3% of schools.

**Year Three**

a. Exit Turnaround

b. Must be above the bottom 3% for the second and third years based on indicators, weightings, and threshold scores that were in place for identification.

c. Extension

d. Failure to exit: Local board or charter makes recommendation to the state board review panel.

**12. Fees, Calendars** (Kami, Heather)

- a. Fees will have to be moved to [next months' agenda](#) due to new state laws coming out.
- b. Kami presented to AeA School Calendar for 2019-2020 for approval.

Motion to approve: Karen. Motion to second: Amy

**13. FY20 Rough Budget** (Matt, Charter Solutions)

Rebecca went over the rough budget and explained it's similar to last years. It doesn't show the cost of living increase of 2-4% that is usually given each year. Rebecca would like to see an increase in the budget for tech needs. The FY20 is currently being revised, but will be presented for approval at the [next board meeting](#).

**14. Update on Deficiencies, Probationary letter** (Brett)

#1 Is complete and we're waiting for BCI results.

#2 The annual board training is addressing this.

#3 Another good strong year and we should be good.

#4 (Kami) We have an excel sheet with every employee listed on it. All have watched the 13 videos and have been trained. Last board meeting had a powerpoint from FERPA videos.

#5 Admin tool (survey sent out to teachers) that follows the state's standards so they can be reviewed. Understanding where we're at so we can get better. Next step, making goals.

\*(Brett) Have we provided information on families driving for testing to Michael Clark?

(Kami) We have put a list together of all locations of rented rooms in libraries. That's been done. Has this information been given to Michael Clark?

#6 Kim will send a link to the board with the evaluations to be filled out. This will be added to the [next board meeting](#).

#7 We are on track with recordings and minutes being uploaded to the AeA website and to the state.

**15. Review Yearly Calendar, Discuss Board Retreat for "Ever Lasting Board Culture", tour** (Brett, Board, Kami)

Brett: We need to understand what growth of the board looks like before we plan the retreat. Add to the [next board agenda](#) to discuss dates and longevity.

**16. Other Items:** None

**17. Motion to adjourn:** Brett motions to adjourn at 6 pm. Gene motions to second.