



# ATHLOS LEADERSHIP ACADEMY

PREPARED MIND

HEALTHY BODY

PERFORMANCE CHARACTER

*Athlos Leadership Academy is a Pre-K through 8th grade public charter school that believes in providing students with a challenging and comprehensive high school and college preparatory education through high standards for academic scholarship, fitness and nutrition, character development, and student leadership opportunities.*

**Athlos Leadership Academy  
MN Charter District #4011  
Board Meeting Minutes  
May 31, 2022-Board Meeting  
3:45 PM**

## **CALL TO ORDER**

Ann DeGroot, Chair of the Board, called the meeting to order at 3:46PM.

## **ROLL CALL**

Board Members Present: Joy Blanchard, Ann DeGroot, Ryan Nelson, Caroline Walker

Board Members Absent: Farxiyo Olow

Principal Absent: Jennifer Geraghty

Contracted Finance Staff Present: Jenny Abbs- BerganKDV

Board Clerk Present: Julie Brown

## **DECLARATION OF CONFLICTS OF INTEREST**

No conflicts of interest declared.

## **APPROVAL OF AGENDA**

Joy Blanchard presented a motion to approve the agenda. Motion was seconded by Caroline Walker. Motion passed unanimously.

## **COMMUNITY COMMENT**

## **CONSENT AGENDA**

May 17, 2022 Special Development Committee Meeting Minutes

May 20, 2022 Special Board Meeting Minutes

Teachers on Call Contract

Family Achievement Center

Sharon Lovegren Contract (ASD, DCD, SLD)

Sally Poesch- Contract (Physical/Health Disabilities)

MTN Transportation Contract

Principal Contract

21-22 Hiring Proposal

Hastings Creamery Contract

Mark's Lawn Service Contract

May 10, 2022 District Advisory Committee Minutes

April 26, 2022 Board Meeting Minutes

April 26, 2022 Closed Board Meeting Minutes

April 26, 2022 Executive Committee Minutes

Revised 22-23 School Calendar

Audiology Services Contract

Caroline Walker presented a motion to approve all items on the consent agenda. Motion was seconded by Ryan Nelson. Motion passed unanimously.

## **SUPERINTENDENT'S REPORT**

The board reviewed the report as contained in the board packet.

## **FINANCE REPORT**

May 24, 2022 Finance Committee Minutes

April 2022 Financials

As regularly practiced, the board reviewed the April 2022 financial reports including the balance sheet, summary of revenue and expense statements, cash flow and check register. Jenny Abbs presented the financials to the board. Caroline Walker presented a motion to accept the May 24, 2022 Finance Committee Minutes and the April 2022 Financials. Motion was seconded by Joy Blanchard. Motion passed unanimously.

### Finance Policies

- Policy 7.1- Segregation of Duties
- Policy 7.2.1-Board Approval of Vendor Contracts
- Policy 7.2.2- Bidding for Services from Authorizer

- Policy 7.2.3-Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards
- Policy 7.3.1- Electronic Transfer of Funds
- Policy 7.3.2- Expense and Reimbursement for Board and Employees
- Policy 7.3.3- Fundraising
- Policy 7.3.4- Student Fee Requirements and Prohibitions
- Policy 7.4-Data Access Policy for Members of the Public
- Policy 7.5-Annual Audit
- Policy 7.6-Prompt Payment of Bills
- Policy 7.7- Sale or Purchase of State Property
- Policy 7.8- Designation of Depositories
- Policy 7.9- Collateral Requirements For Depositories
- Policy 7.10-Investments
- Policy 7.11-Safekeeping of Investments, Contracts and Agreements
- Policy 7.12- School Meal & Payment Policy
- Policy 7.13- Budget Process
- Policy 7.14- Loans
- Policy 7.15- Financial Reporting as an Internal Control
- Policy 7.16- Fiscal Management-Income
- Policy 7.17- Guidelines for Use of Finance Policies
- Policy 7.18- Credit Cards
- Policy 7.19- Fund Balance Policy
- Policy 7.20- Disposition of Obsolete Equipment and Materials
- Policy 7.21-Extended Day Programming Cost and Use for Employees
- Policy 7.22- Credit Card Processing and Handling Security Policy

The board reviewed all finance policies contained in the board packet. Three policies contained recommended updates. Caroline Walker presented a motion to approve the policy updates to the following policies:

- Policy 7.1- Segregation of Duties-
- Policy 7.2.1-Board Approval of Vendor Contracts-
- Policy 7.5-Annual Audit-

Motion was seconded by Ryan Nelson. Motion passed unanimously.

Financial Auditing Firm Recommendation for FY22 Audit-

The Finance Committee recommended that the board contract with Schlenner, Wenner & Co. for the FY22 financial audit. Joy Blanchard presented a motion to contract with Schlenner, Wenner & Co. for the FY22 financial audit. Motion was seconded by Caroline Walker. Motion passed unanimously.

## **OLD BUSINESS**

April 26, 2022 Closed Board Minutes Report

A closed meeting was held on April 26, 2022. Joy Blanchard presented a motion to include the following synopsis in today's minutes. Motion was seconded by Caroline Walker. Motion passed unanimously.

April 26, 2022 a closed board session was held to report out on the results of the annual principal evaluation. No concerns were noted.

## **NEW BUSINESS**

FY23 Board Meeting Calendar-

Caroline Walker presented a motion to approve the FY23 Board Meeting Calendar as presented. Motion was seconded by Ryan Nelson. Motion passed unanimously.

2022-2023 Board Training Plan-

A 2022-2023 Board Training Plan was included in today's board packet. Caroline Walker presented a motion to approve the 2022-2023 Board Training Plan including trainings recommended by the Development Committee. Motion was seconded by Joy Blanchard. Motion passed unanimously.

Policy Review:

The board reviewed the following policies contained in today's board packet, some of which included edits and updates. Ryan Nelson presented a motion to approve the following policies. Motion was seconded by Caroline Walker. Motion passed unanimously.

- Policy 1.1.1- Statement of Mission
- Policy 2.2- Board Member Training
- Policy 2.3- Board Committees
- Policy 2.4.1-Conflict of Interest- Board of Directors
- Policy 2.4.3- Gifts to Employees and Board Members
- Policy 2.6 (Changing to 7.23)- Acceptance and Administration of Gifts to Athlos Leadership Academy
- Policy 2.7-Superintendent/Principal Hiring, Supervision and Evaluation
- Policy 2.8- Tort Liability
- Policy 2.9- Nepotism
- Policy 2.10- School Board Procedures; Rules of Order
- Policy 2.11-Order of the Regular School Board Meeting
- Policy 2.12- School Board Meeting Agenda

- Policy 2.13- Consent Agendas
- Policy 2.14-Development, Adoption, and Implementation of Policies
- Policy 3.1- Record Retention/Destruction
- Policy 3.2-Administration of the Minnesota Government Data Practices Act
- Policy 3.3-Policy Implementation

**BOARD CORRESPONDANCE AND COMMUNICATION**

**ADJOURNMENT**

Meeting adjourned at 4:29PM.

**UPCOMING MEETINGS**

May 10 <sup>th</sup>	District Advisory Committee	3:30 PM
May 24 <sup>th</sup>	Finance Committee	8:00 AM
May 31 <sup>st</sup>	School Board	3:45 PM
June 10 <sup>th</sup>	School Board	12:00 PM
June 28 <sup>th</sup>	Finance Committee	12:00 PM