

MINUTES

Of the Board of Directors of Grimmway Schools

(A California Non-Profit Public Benefit Corporation)

I. PRELIMINARY

1. CALL TO ORDER

The Board of Directors of this corporation, held their meeting at the time, on the day, and at the place set forth as follows:

Time: 4:01 p.m.

Date: November 26, 2018

Place: 901 Nectarine Court Arvin, CA 93203

2. DIRECTORS PRESENT

The following directors, constituting a quorum of the Board, were present at the meeting:

Present: Tom Mestmaker, Ernie Unruh, Manuel Pantoja and Matt Look via phone

Absent: Sean McNally

Grimm Family Education Foundation Staff Present: Evelyn Steed, Office Manager; Barbara Grimm Marshall, Founder, Grimm Family Education Foundation and Grimmway Schools

Grimmway Schools Staff Present: Paul Escala, Executive Director; Mike Romero, Director of Human Resources; Greg West, Director of School Support Services; Casey Yeazel, Chief Academic Officer; Michelle Lumis, Executive Assistant; Monica Jara Guerra, Director of College and Alumni Initiatives;

Grimmway Academy Staff Present: Joanna Kendrick, Principal; Cole Sampson, Principal; Zulema Ela, Librarian

Others Present: Kristin Dietz, Back Office Provider with EdTec

3. FLAG SALUTE

4. BOARD REAPPOINTMENT

The board accepted the reappointment of Matt Look as the Star Parents of Grimmway Academy (SPGA) representative, for a one-year term to the Grimmway Schools Board of Directors.

5. APPROVAL OF MINUTES

A motion was made by Matt Look, seconded by, Ernie Unruh and passed, to approve the minutes of the Board meeting dated October 29, 2018.

Resolved further, that the Secretary of the Corporation is authorized and directed to insert a copy of these certified minutes into the book of minutes of this Corporation and to see that a certified copy of these minutes is kept at the principal’s office for the transaction of business of this Corporation.

Board Member	Yay	Nay	Absent
Tom Mestmaker	X		
Sean McNally			X
Manuel Pantoja	X		
Ernie Unruh	X		
Matt Look	X		

II. COMMUNICATIONS

ORAL COMMUNICATIONS: NA

LEADERSHIP REPORT

Paul Escala, Executive Director, shared both schools are focused on midterm assessments and enjoying healthy enrollments. Paul asked Casey Yeazel, Chief Academic Officer, to share about the Alumni program for ninth and tenth graders.

Casey shared there are some antidotal concerns coming from our alumni, high school students. We are in the early stages of these issues and are looking at how can we support the high schools. Casey turned it over to Dr. Monica Jara Guerra, Director of College and Alumni Initiatives. Monica shared the following examples: students slipping through the cracks, students being removed from GATE classes, and changing of classes. Tom asked Monica how many students we are tracking? Monica said all Grimmway Academy alumni. Ernie asked, who do you work with at Arvin High School? Monica said she works with the counselors, college/career technical staff, and administrative staff. Casey says concerns are counseling, and alumni being on track for University of California/California State University attendance. We want to create a partnership with the high school to help our alumni excel.

Mike Romero, Director of Human Resources shared both schools are fully staffed. Some upcoming medical leaves pose challenges to fill since they are specialized positions like Special Education. Ernie Unruh asked what is our substitution rate? Per Mike, \$140 per day.

Paul shared there are surplus proceeds in the National School Lunch Program (NSLP), which will be used to extend the kitchen to add a refrigerator and dry storage outside of the Arvin café. Estimated cost is about \$250,000. Come back to board in December once plans are finalized and start buildout next school year. Ernie said \$250,000 sounds high

and suggested Greg West check with Darrel Halley at Kern County Superintendent of Schools for a possible bid.

Greg West, Director of School Support Services shared more about the NSLP. All students eat free at each campus, with a 90% participation rate. Currently applied for the Supper Program which will be served at 4:30 pm every day. The surplus proceeds will help pay for the extra food and supplies.

PRINCIPAL'S REPORT-Grimmway Academy Arvin

Principal, Cole Sampson shared enrollment is at 800 students with 81 on the waitlist. Afterschool sports program has started and has been well received. First middle school basketball game next week. Manuel Pantoja asked what sports programs are being offered? Grades fourth-eighth are playing soccer and volleyball. Basketball is being offered for middle school students. Gearing up to play Tehachapi and Greenfield. Strong participation by student body – over 100 participants between soccer, volleyball and basketball. Ernie asked about requirements for grades to play. Cole said they currently working on academic eligibility.

PRINCIPAL'S REPORT-Grimmway Academy Shafter

Principal, Joanna Kendrick shared students and staff are gearing up for the holiday concert and other events in December. Book fair has been moved to December 17th. The week of December 10th a book tasting in the ESY kitchen will be held. Also gearing up for testing. Using in-house substitutes to cover those on maternity leave. Look for GA Shafter in the upcoming Shafter Christmas parade. GA Shafter is being honored as Innovators by Shafter Chamber of Commerce. Welcomed eleven new students to campus in November.

ARVIN AND SHAFTER PARENT REPORT

SPGA President, Matt Look shared a meeting will be held in December to discuss fundraising ideas.

GRIMMWAY SCHOOLS STAFF REPORT

Zulema Ela, Librarian for Grimmway Academy Arvin shared the campus is creating an environment to “Beat the State”. Also, under way are the following groups: cooperative culture team, sports teams, girls group club, robotics club and mariachis. STEM night was held November 8th and was well attended.

FISCAL REPORT

Kristin Dietz from EdTec (back-office provider) shared the October 2018 financial update. Enrollment is higher than anticipated. Continue to maintain a conservative approach.

Working on the final stages of the 17-18 fiscal audit which will be presented to the board in December.

For GA Arvin, Kristin shared the forecasted net income is currently \$510,000, a \$23,000 increase from the previous forecast. ADA is currently forecasted at 756.48.

For GA Shafter, the forecasted net income is currently \$32,000, a \$10,000 increase from the previous forecast. ADA is currently forecasted at 506.88.

For the home office, the forecasted net income is currently \$14,000, a \$23,000 increase from the previous forecast.

Revenues are coming in as expected and expenses are occurring as expected.

III. ACTION ITEMS

A. FISCAL

1. The Directors were presented with the Purchase Orders and Warrants for the month of October 2018 that were considered, and discussed. On a motion duly made by Manuel Pantoja, seconded by, Ernie Unruh and carried, the Board approved the October 2018 purchase orders and warrants.

Board Member	Yay	Nay	Absent
Tom Mestmaker	X		
Sean McNally			X
Manuel Pantoja	X		
Ernie Unruh	X		
Matt Look	X		

2. The Directors were presented with the of Approval of the 2018-19 GA Arvin School Plan for Student Achievement (SPSA) that were considered, and discussed. On a motion duly made by Matt Look, seconded by Manuel Pantoja, and carried, the Board approved the 2018-19 GA Arvin School Plan for Student Achievement (SPSA).

Board Member	Yay	Nay	Absent
Tom Mestmaker	X		
Sean McNally			X
Manuel Pantoja	X		
Ernie Unruh	X		
Matt Look	X		

3. The Directors were presented with the Approval of 2018-19 GA Shafter School Plan for Student Achievement (SPSA) that were considered, and discussed. On a motion duly made by Matt Look, seconded by Manuel Pantoja, and carried, the Board approved the 2018-19 GA Shafter School Plan for Student Achievement (SPSA).

Board Member	Yay	Nay	Absent
Tom Mestmaker	X		
Sean McNally			X
Manuel Pantoja	X		
Ernie Unruh	X		
Matt Look	X		

On a motion the board adjourned at 4:44 p.m.

CERTIFICATE OF SECRETARY

I certify that I am the duly elected Secretary of the Grimmway Schools, a California nonprofit public benefit corporation; that these minutes, consisting of five (5) pages are the minutes of the meeting of the Board of Directors held on November 26, 2018.

Secretary