

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: 4:00 p.m.

Date: September 25, 2017

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, Sean McNally, Ernie Unruh, Manuel Pantoja

Absent: None

Grimm Family Education Foundation Staff Present: Evelyn Steed, Office Manager and Ricky Phillips, Accounting Clerk

Grimmway Schools Staff Present: Casey Yeazel, Paul Escala, Executive Director; Chief Academic Officer, via Skype; Michelle Lumis, Executive Assistant; Greg West, Director of School Support Services

Grimmway Academy Staff Present: Cole Sampson, Principal; Joanna Kendrick, Principal, via Skype; Joel Kirksey, Edible School Yard Teacher

Others Present: Cindy Frantz and Kristin Dietz, Back Office Providers with EdTec; Georgia Rhett, Assistant Superintendent, Arvin Union School District; Rocio Munoz, Assistant Superintendent, Richland School District; Elia Sagasta, Director, Richland School District; Matt Look, SPGA President

3. FLAG SALUTE

4. BOARD APPOINTMENT

The Board deferred the appointment of Star Parents of Grimmway Academy (SPGA) President, Matt Look to the October 30, 2017 board meeting.

5. APPROVAL OF MINUTES

Manuel Pantoja pointed out that his name and Manuel Miranda’s name was misspelled in the August 28, 2017 minutes. The minutes will be revised before being posted.

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		

II. COMMUNICATIONS

ORAL COMMUNICATIONS: NA

LEADERSHIP REPORT

Executive Director, Paul Escala shared the school year is up and running, with school site leadership working closely with parents, faculty and support staff to establish school culture norms, curriculum and instruction strategies to achieve sustained academic growth. Paul shared that Grimmway Schools’ focus continues to be centered on literacy and math. As seen in previous years, the “summer drop-off” is a real phenomenon as demonstrated in our baseline NWEA MAP assessments. School leadership is analyzing this assessment data and adjusting professional development accordingly, focusing on content areas that emerge as deficiencies.

Paul reported that Grimmway Academy Arvin, while still a young campus, has enhancements that parents and staff have advocated for on behalf of the students for many years. A playground, shade structures, playfield turf, security enhancements, ESY improvements and upgrades to the public-address system are items Paul mentioned that will be addressed this school year for Grimmway Academy Arvin. These improvements, along with recent energy efficiency upgrades (funded by Proposition 39), water filter enhancements (funded by a RCAC grant) and IT network improvements (funded by E-Rate), will enhance the education environment and demonstrate our commitment to high quality facilities our families have come to expect from Grimmway Schools. Paul shared that to accomplish the improvements for Grimmway Academy Arvin, Grimmway Schools would apply remaining proceeds from the construction of the Shafter campus towards these improvements.

Paul talked about the Grimmway Schools Charter Management Office (CMO) continuing to build our working partnership with EdTec, our back-office service provider. We continue to require support in the area of accounting. As a result, we are pursuing the addition of an Accounting Clerk to support account payables, receivables, account coding, fiscal compliance, deposits and reimbursements. Paul shared that the new CMO office, located at 5080 California Ave. will be ready to move into around the 9th of October.

Paul was eager to share the news that Grimmway Academy Shafter has been officially selected by New Schools Venture Fund for a \$525,000 investment towards the continued development and advancement of our school model. This investment will be paid over three years and includes access to a vast network of peers and resources.

PRINCIPAL'S REPORT-Grimmway Academy Arvin

Principal, Cole Sampson shared that all students recently took the baseline NWEA MAP Assessment in Reading and Math. The baseline results indicated that only 15% of students entering Kindergarten are ready. Based on the results, Grimmway Academy teachers and Instructional Aides (IA's) have been focused on growth and urgency. We have taken the results from our diagnostic assessments to place student in homogeneous Success for All literacy blocks. Literacy block is 90 minutes a day and allows teacher to meet all students where they are at in the language development.

Cole reported during the months of August and September students have been representing our STARS values to earn money on their weekly paycheck. Teachers allow students to spend their money every other week at their classroom student stores. In addition, small prizes are raffled every Friday during morning announcement for students that were caught representing our values on the playground and in the Cafe.

Cole shared the Edible School Yard (ESY) is highly anticipating their new greenhouse that will house the hydroponics garden. This will allow the ESY to expand from K-8 and should be built within the next month.

Lastly, Cole shared that on Wednesday, September 20th, the annual Literacy Fair was held. Over 150 families attended. Each family received a book and tips to help their students read at home. Throughout the evening, books were raffled off to families to build their personal libraries and promote a passion for reading. Cole thanks Mrs. Ela, School Librarian, and her staff for creating a positive, welcoming environment for families.

Board member, Manuel Pantoja questioned the enrollment for first graders, as only nine students were listed, however Cole pointed out that the enrollment is actually 90 first grade students, a zero was accidentally left off.

PRINCIPAL'S REPORT-Grimmway Academy Shafter

Principal, Joanna Kendrick also shared that all students recently took the baseline NWEA MAP Assessment in Reading and Math. The baseline results indicated that only 25% of

students entering Kindergarten are ready. Based on the assessments, the faculty and leadership team are diligently focused on applying sound instructional practice to our everyday work to accelerate learning among our students. Joanna shared the year-to-date ADA was at 96.7%.

Joanna shared back to school night was held on September 6th and 323 parents attended. Then on September 16th we celebrated the opening of GA Shafter with a Community Ribbon Cutting Ceremony. Our 3rd and 4th grade scholars were the stars of the event when they performed America the Beautiful.

The week of September 18th the school focused on Stomp-Out Bullying. We prepared presentations for our college crews with talking points, focusing on our compassionate values and creating anti-bullying posters schoolwide.

Joanna reported that every Thursday during the month of September the school held parent volunteer presentations. The presentations included: classroom/ office support, crosswalk/ yard supervision, cafe support, and Edible Schoolyard support. A parent work day will be held on Saturday, September 23rd.

Lastly, Joanna shared that Grimmway Academy Shafter is fully staffed for the 17-18 school year. In September we hired a Behavioral Specialist to support the needs of our children with autism and other special needs. This hire will be an incredible addition to our special education department and help us create an even more inclusive and supportive environment for children.

SPGA REPORT - NA

GA STAFF REPORT

Grimmway Academy Arvin ESY teacher, Joel Kirksey shared the challenges to health and wellness for students. ESY teachers are working on getting the students to focus on the STARS (Scholarly, Trustworthy, Assertive, Resilient, and Safe) Values to develop and nurture these traits as the key to achievement. Joel also shared the progress and participation of the Literacy Fair by the community, saying how involved everyone has been in helping to make the Literacy Fair a success.

FISCAL REPORT

Kristin Dietz from EdTec (back-office provider) shared the August 2017 financial update. The transition to EdTec occurred on July 1, 2017. Kristin shared the Grimmway Academy Arvin forecast update – showing an increase of \$705,000 based on revised ADA estimates. Grimmway Academy Shafter also showed an increase of \$166,000 based on revised ADA estimates. The Charter Management Organization (CMO) forecast showed a decrease of \$27,000. The decrease is due to an adjustment to the grant from Charter School Growth Fund of \$400,000 vs. \$450,000, which was originally forecasted.

Board President, Tom Mestmaker commented that he liked the new fiscal format presented from EdTec.

III. CLOSED SESSION

The Board went into closed session at 4:20 pm to discuss the employee performance evaluation of the Executive Director.

IV. RECONVENE TO OPEN SESSION

The Board reconvened to open session at 4:30 pm and reported that the employee performance evaluation of the Executive Director had been discussed in closed session.

On a motion duly made by Sean McNally, seconded by Manuel Pantoja, and carried, the Board approved the employee performance evaluation and compensation increase of the Executive Director.

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

V. ACTION ITEMS

A. FISCAL

1. The Directors were presented with the Purchase Orders and Warrants for the month of August 2017 that were considered, and discussed. The check register for Grimmway Academy Arvin generated the following questions: Manuel Pantoja asked how long would the school be paying the City of Arvin for their annual sewer usage. Rick Phillips, Accounting Clerk shared that the fee would be charged to the school annually until the school is no longer in operations. Manuel Pantoja asked who the vendor “CRD” was listed and what was the payment for. Kristin Dietz from EdTec and Michelle Lumis, Executive Assistant, confirmed “CRD” was for payment on the Grimmway Academy Arvin credit card. CRD stands for credit. On a motion duly made by Sean McNally, seconded by Manuel Pantoja, and carried, the Board approved the August 2017 purchase orders and warrants.

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

2. The Directors were presented with the approval of the 16-17 Unaudited Actuals that were considered, and discussed. On a motion duly made by Ernie Unruh, seconded by Sean McNally, and carried, the Board approved the 16-17 Unaudited Actuals.

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

3. The Directors were presented with Approval of the Revisions to Parent/Student Handbook. On a motion duly made by Sean McNally, seconded by Manuel Pantoja, and carried, the Board approved the Revisions to Parent/Student Handbook.

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

4. The Directors were presented with the Approval of the 17-18 Teacher Development Agreement with KCSOS (BTSA). On a motion duly made by Ernie Unruh, seconded by Sean McNally, and carried, the Board approved the 17-18 Teacher Development Agreement with KCSOS (BTSA).

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

5. The Directors were presented with the Approval of the CSUB Clinical Practice Agreement with Grimmway Schools. On a motion duly made by Sean McNally, seconded by Manuel Pantoja, and carried, the Board approved the CSUB Clinical Practice Agreement with Grimmway Schools.

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

6. The Directors were presented with the Approval of the Application for Federal Title Funding for Grimmway Academy Shafter. On a motion duly made by Sean McNally, seconded by Manuel Pantoja, and carried, the Board approved the Application for Federal Title Funding for Grimmway Academy Shafter.

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

7. The Directors were presented with the Approval of the Protected Prayer Certification for Grimmway Academy Shafter. On a motion duly made by Ernie Unruh, seconded by Sean McNally, and carried, the Board approved the Protected Prayer Certification for Grimmway Academy Shafter.

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

8. The Directors were presented with the Approval of the Certification of Assurances for Grimmway Academy Shafter. On a motion duly made by Sean McNally, seconded by Ernie Unruh, and carried, the Board approved the Certification of Assurances for Grimmway Academy Shafter.

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

On a motion the board adjourned at 4:44 pm.

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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 seven (7) pages are the minutes of the meeting of the Board of Directors held on September 25, 2017.

Secretary