

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: July 30, 2018

Place: 901 Nectarine Court, CA 93203

2. DIRECTORS PRESENT

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

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

Absent: Sean McNally

Grimm Family Education Foundation Staff Present: Rick Phillips, Fiscal Manager

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; Melody Castillo, Accounting Clerk; Michelle Lumis, Executive Assistant; Monica Jara Guerra, Director of College and Alumni

Grimmway Academy Staff Present: Joanna Kendrick, Principal; Cole Sampson, Principal; Manuel Miranda, Instructional Coach; Sarah Peterson, Instructional Coach; Yuri Perez, Learning Lab Coordinator; Hurshel Williams, Vice Principal

Others Present: Kristin Dietz, Back Office Provider with EdTec; Georgia Rhett, Assistant Superintendent Arvin Union School District

3. FLAG SALUTE

4. APPROVAL OF MINUTES

A motion was made by Manuel Pantoja, seconded by, Ernie Unruh and passed, to approve the minutes of the Board meeting dated June 25, 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

Executive Director, Paul Escala shared Grimmway Academy Arvin starts schools on August 1, 2018 and Grimmway Academy Shafter starts on August 6th. There are over 1300 students between both campuses. 95% in Shafter are returning families. We are making an investment in instructional support coaches for both school sites. Paul introduced Dr. Monica Jara Guerra as the new Director of College and Alumni Coach. We will be partnering with B&G Club of America soon. We have received the Oversight draft from KSCOS, while we are still waiting to hear from Richland on our Oversight visit. In fund development, we have completed the Calder grant for the CMO.

Paul turned it over to Mike Romero to discuss Human Resources. Mike shared Taylor Jordan left to become a teacher, so there is a need to add a HR person to his team.

Greg West, Director of School Support Services, gave an update on technology at the school sites. A full review of technology on the Arvin campus is underway. Identified a need for 350 Chromebooks, added more memory to teachers' laptops, and televisions have casting in the classrooms which replaced projections. The Learning lab is now a more collaborative space, similar to Shafter.

Ernie asked about problems with the planning process with City of Arvin. Paul stated we now have approved permits for the shade structure for Arvin.

PRINCIPAL'S REPORT-Grimmway Academy Arvin

Principal, Cole Sampson introduced his coaching staff to the board. GA Arvin will have five Instructional Coaches. Hurshel Williams, Vice Principal has been part of a CMO for the past 20 years in Los Angeles. He is originally from Bakersfield. Jennifer Zanke, is a new Instructional and Reading Coach. Manny Miranda and Sarah Peterson been with Grimmway Schools for the last four years, moving into Instructional Coaching positions.

Yuri Perez is the Intervention Coordinator and has been with Grimmway Academy Arvin for the past eight years. GA Arvin will be implementing Core Knowledge for K-6, which is new curricula. Mutual Promise meeting was held and it was largest group yet. There is a waitlist in almost all grades.

PRINCIPAL'S REPORT-Grimmway Academy Shafter

Principal, Joanna Kendrick shared GA Shafter is wrapping up three weeks of summer professional development, focusing on precision and best practices. New Family Orientation will be held on July 31st. Kinder camp is wrapping up this week.

ARVIN AND SHAFTER PARENT REPORT – NA

GS STAFF REPORT

Casey Yeazel, Chief Academic Officer, discussed professional development. He is currently working with principals and leadership teams to identify effective moves in the classroom. Special focus being placed on ELL. Three days of upcoming Professional Development to build more confidence to know what to expect from our teachers. We have talented leadership teams on both sides.

FISCAL REPORT

Kristin Dietz from EdTec (back-office provider) shared the June 2018 soft close financial update. Everyone is looking strong financially. Positive net income for all sites. LCFE and SB740 were trued-up for Shafter which resulted in more revenue. Shafter's SPED funds were also increased. The CMO also had an increase in revenue, due to health and benefits being over estimated and higher fees. Paul said substantial one-time funding was received for 18-19 SY. Looking forward we need to continue maintain a conservative approach to funding and investments.

For GA Arvin, Kristin shared the forecasted net income is currently \$783,000, a \$80,000 increase over the previous forecast. ADA is currently forecasted at 757.05.

For GA Shafter, the forecasted net income is currently \$497,000, a \$170,000 increase over the previous forecast. ADA is currently forecasted at 411.35.

For the CMO, the forecasted net income is currently \$434,000, a \$42,000 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 June 2018 that were considered, and discussed. On a motion duly made by Ernie Unruh, seconded by, Matt Look and carried, the Board approved the June 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 Approval of the Updated Fiscal Policies and Procedures that were considered, and discussed. On a motion duly made by Manuel Pantoja, seconded by Matt Look, and carried, the Board approved the Updated Fiscal Policies and Procedures.

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 the 18-19 Certificated, Classified, and CMO Employee Handbook that were considered, and discussed. On a motion duly made by Ernie Unruh, seconded by Matt Look, and carried, the Board approved the 18-19 Certificated, Classified, and CMO Employee Handbook.

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

4. The Directors were presented with the Approval of the 18-19 Amendment to the Flexible Spending Account that were considered, and discussed. On a motion duly made by Matt Look, seconded by Manuel Pantoja, and carried, the Board approved the 18-19 Amendment to the Flexible Spending Account.

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 4:30 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 July 30, 2018.

Secretary