

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: 4:06 p.m.

Date: April 29, 2019

Place: 471 Los Angeles St. Shafter, CA 93263

2. DIRECTORS PRESENT

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

Present: Manuel Pantoja, Secretary and Arvin Community Representative; Ernie Unruh, Kern County Superintendent of Schools Representative; and Matt Look, Star Parents of Grimmway Academy (SPGA) and Parent Representative via conference call

Absent: Tom Mestmaker, President

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

Grimmway Schools Staff Present: Paul Escala, Chief Executive Officer; 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; Katelyn Prosser, Assistant Principal of Instruction; Sabrina Reimert, Assistant Principal of Student Services; Irene Montoya, Administrative Specialist; Crystal Ramos, Attendance Clerk

Others Present: Kristin Dietz, Back Office Provider with EdTec; Dr. Jean Fuller, future board member; Breanne Swann, Parent; Cynthia Duarte, Parent; and Maria Rico, Parent

3. *ANNOUNCEMENTS*

The board accepted the reappointment of Manuel Pantoja as the Arvin Community Representative by the Grimm Family Education Foundation, for a two-year term to the Grimmway Schools Board of Directors. Manuel was also appointed Secretary of the Grimmway Schools Board of Directors.

The board accepted the appointment of the Honorable Jean Fuller, by the Grimm Family Education Foundation, for a three-year term to the Grimmway Schools Board of Directors.

4. *FLAG SALUTE*

5. *APPROVAL OF MINUTES*

A motion was made by Ernie Unruh, seconded by, Matt Look, and passed, to approve the minutes of the Board meeting dated March 25, 2019.

| Board Member | Yay | Nay | Absent |
|---------------------|------------|------------|---------------|
| Tom Mestmaker | | | X |
| Manuel Pantoja | X | | |
| Ernie Unruh | X | | |
| Matt Look | X | | |
| Jean Fuller | X | | |

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.

II. COMMUNICATIONS

ORAL COMMUNICATIONS

Breanne Swann, parent of two Grimmway Academy Shafter students shared with the board that she would like her son to be part of the early start Kinder program. Ms. Swann understands there is a cutoff date for Kindergarten, based on the student's date of birth. Principal, Joanna Kendrick said she spoke to Ms. Swann and shared her concerns for high quality academics. Grimmway Academy Shafter does not offer a Transitional or Early Start Kinder program. Paul said he would speak to the parent and Principal Kendrick and then circle back with the board next month.

LEADERSHIP REPORT

Casey Yeazel, Chief Academic Officer, shared both schools are preparing for state testing. Recently piloted California Science Assessment (CAST) which is aligned to the Next Generation Science Standards. Wrapped up panel interviews for a new principal for GA Arvin. Students, parents, teachers, board members and administrators were on the panels. Grimmway Schools and the Foundation continue to collaborate with an outside consultant on revising the Garden and Kitchen curriculums to ensure clarity and cohesiveness.

Dr. Monica Jara Guerra shared a mock SAT exam was held to provide an opportunity for alumni to take a full-length practice exam, including the essay section. The students received their scores at the college admission case study workshop on Saturday, April 27th. Dr. Jara Guerra, accompanied thirty-seven eighth grade students to Washington DC. This provided an opportunity to further develop relationships and educating students and parents prior to promotion to high school. In collaboration with school leadership, Dr. Jara Guerra crafted and coordinated communication for eighth grade students and parents to inform them of course selection and recommendations prior to high school course selection.

Mike Romero, Director of Human Resources, shared The HR team has been working closely with Cal State Bakersfield to establish an internship program for the home office in the upcoming school year. Mike shared our site has been approved for internship placement which will provide welcomed administrative support in the Fall. Regional recruitment visits in Fresno, Los Angeles, and the Central Coast and are now focused on targeting our local placement partners (CSUB, Point Loma, LaVerne, National) to introduce our program and invite candidates to our monthly job fairs. Actively interviewing high caliber teaching candidates and extending offers weekly. Self-funded health insurance is being studied at the home office for feasibility.

Greg West, Director of School Support Services, shared the schools and home office budgets are now in the second draft stage of the budget development process for next year. This effort is coupled with the Local Control Area Plan (LCAP) development process at each campus. We anticipate a final draft budget by June 1st and a submittal to the board at the June meeting.

The expansion of the GA Arvin Café will start on May 12th. Starting early so next school year the project is complete. The Supper program is starting this week at both sites. Afterschool students, all sports, clubs, and alumni students will be served. Information Technology (IT) providers will be on call during testing week. The GA Arvin Oversight visit on April 15th went well – no findings so far. April 30th Oversight visit for Shafter.

Paul Escala, Chief Executive Officer, provided a legislative update on AB 1505, 1506, 1507, SB 756 & 575. The Kern County Board of Supervisors are considering a letter to Sacramento to support charter schools in Kern County. Paul will continue to keep the board posted of any updates.

Possible early renewal petition for GA Arvin. Under legal review and in conversation with Lisa Gilbert, Assistant Superintendent, Kern County Superintendent of Schools. May consider early renewal for GA Shafter.

PRINCIPAL'S REPORT-Grimmway Academy Arvin

Principal, Cole Sampson thanked everyone for a successful Oversight visit. Thirty-seven eighth graders visited Washington DC. Test prepping for SBAC. Next school year, sitting at 813 enrolled.

PRINCIPAL'S REPORT-Grimmway Academy Shafter

Principal, Joanna Kendrick shared a local author visited the campus and held a writer's workshop. The Spring Expo, a commitment to health and wellness is coming up. Twenty-three vendors will be in attendance, including fresh produce by Cal-organics. Kinder registration is now electronic!! Next week is teacher appreciation week.

ARVIN AND SHAFTER PARENT REPORT

Matt Look, SPGA President, shared the Mixed Bags fundraiser was a success. Recently approved softball uniforms and Tejon trip. Mother/Son dance is coming up.

Cynthia Duarte, POGA Representative, shared the butterfly tea party was a huge hit. Upcoming Daughter's Dance on May 3rd, with over 200 attending. Teacher appreciation week coming up. On May 7th providing lunch to all teachers. Working on mother/son dance in June.

GRIMMWAY SCHOOLS STAFF REPORT – NA

S&P ANNUAL BOND REPORT

Paul shared the Grimmway Schools 2019 S&P Report had a BB+ rating.

FISCAL REPORT

Kristin Dietz from EdTec (back-office provider) shared the March 2019 financial update. P2 for both schools came in higher than what was budgeted, which means additional revenue for each school. Ernie asked what percentage was the ADA for Arvin – Cole stated about 96.02%. Truing up SB740 revenue adjustment. Cash flow remains strong. Continued budget development process which will be brought to the board in June 2019.

For GA Arvin, Kristin shared the forecasted net income is currently \$891,000, a \$89,000 increase from the previous forecast. ADA is currently forecasted at 763.66.

For GA Shafter, the forecasted net income is currently \$125,000, a \$34,000 increase from the previous forecast. ADA is currently forecasted at 511.00.

For the home office, the forecasted net income is currently \$-22,000, a \$134,000 decrease from the previous forecast.

70% of revenues have been received, while 73% of expenses have been spent to-date.

III. ACTION ITEMS

A. FISCAL

1. The Directors were presented with the Purchase Orders and Warrants for the month of March 2019 that were considered, and discussed. Manuel Pantoja asked about the Orange Belt expense. Greg West shared the cost was for a charter bus for a college tour. The board of directors were provided with the January 2019 Purchase Orders and Warrants in error. The March 2019 Purchase Orders and Warrants will be presented at the May 28, 2019 meeting.

2. The Directors were presented with the of Approval of 2017 Form 990 & Form 199 Tax Return that were considered, and discussed. On a motion duly made by Ernie Unruh, seconded by Jean Fuller, and carried, the Board approved 2017 Form 990 & Form 199 Tax Return.

| Board Member | Yay | Nay | Absent |
|----------------|-----|-----|--------|
| Tom Mestmaker | | | X |
| Manuel Pantoja | X | | |
| Ernie Unruh | X | | |
| Matt Look | X | | |
| Jean Fuller | X | | |

3. The Directors were presented with the Approval of 2018 403(b) Plan Audit that were considered, and discussed. On a motion duly made by Matt Look, seconded by Ernie Unruh, and carried, the Board approved the 2018 403(b) Plan Audit.

| Board Member | Yay | Nay | Absent |
|----------------|-----|-----|--------|
| Tom Mestmaker | | | X |
| Manuel Pantoja | X | | |
| Ernie Unruh | X | | |
| Matt Look | X | | |
| Jean Fuller | X | | |

4. The Directors were presented with the Approval of the Bakersfield College MOU Revision. Casey Yeazel requested to table this item until the May 2019 meeting.

5. The Directors were presented with the Approval of Annual Statement of Need – 30 Day Substitute Permits that were considered, and discussed. On a motion duly made by Jean Fuller, seconded by Ernie Unruh, and carried, the Board approved the Annual Statement of Need – 30 Day Substitute Permits.

| Board Member | Yay | Nay | Absent |
|---------------------|------------|------------|---------------|
| Tom Mestmaker | | | X |
| Manuel Pantoja | X | | |
| Ernie Unruh | X | | |
| Matt Look | X | | |
| Jean Fuller | X | | |

6. The Directors were presented with the Approval of Declaration of Need for Fully Qualified Educators that were considered, and discussed. On a motion duly made by Ernie Unruh, seconded by Jean Fuller, and carried, the Board approved the Declaration of Need for Fully Qualified Educators.

| Board Member | Yay | Nay | Absent |
|---------------------|------------|------------|---------------|
| Tom Mestmaker | | | X |
| Manuel Pantoja | X | | |
| Ernie Unruh | X | | |
| Matt Look | X | | |
| Jean Fuller | X | | |

On a motion the board adjourned at 4:54 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 six (6) pages are the minutes of the meeting of the Board of Directors held on April 29, 2019.

Secretary