

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: 4:03 p.m.

Date: September 24, 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

Absent: Sean McNally

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

Grimmway Schools Staff Present: 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. APPROVAL OF MINUTES

A motion was made by Manuel Pantoja, seconded by, Matt Look and passed, to approve the minutes of the Board meeting dated August 27, 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

Casey Yeazel, Chief Academic Officer, filled in for Executive Director, Paul Escala who was attending the Aspen Institute Executive Leadership Seminar. Casey shared Grimmway Schools was looking good financially, along with strong ADA for both schools. Both campuses are completing baseline assessments and addressing summer learning loss issues. Continue working with our partners at the New Teacher Center, making hefty investments in our teachers while offering total support packages for new teachers. Building data sets from principals and diagnosis issues in classrooms and focus on what is working. Casey turned it over to Mike Romero, Director of Human Resources.

Mike shared both schools are fully staffed, with one position (classified aide) in Arvin, waiting to be filled. There are a few paternity and maternity leaves coming up, so those positions are being filled now for a smooth transition. Evaluating third party administrators for next school year to make sure we have the best fit for employees. Still interviewing for an open Human Resources position at the home office.

Casey shared both schools had no findings in their oversight visits and have presented to each authorizer’s respective school board. Casey credited both principals on a job well done. Ernie said he attended the KCSOS board meeting and was proud to be part of the meeting. Ernie gave a tribute to the GA Staff on a job well done.

Shade structure will be delivered September 25th in Arvin and set up during fall break in October. Fund development at Calder Foundation is still considering us for \$200k grant. We will hear back next month (October) if we are a recipient. Still working to mitigate the gap with SB740 funds. Casey shared upcoming election information that could impact charter schools. Potential moratorium in new charters, fiscal impact-deny petitions and elimination of appeal rights. Ernie asked what the financial impact on the charter application process for current charter schools is having. Kristin Dietz from EdTec said she has not heard of anything on her end.

Casey said the Alumni program is getting off the ground and turned it over to Monica Jara Guerra, Director of College and Alumni Initiatives.

Monica shared the Alumni program is kicking off October 1st. Hosting a family meeting to explain the program, which will consist on students meeting 4 pm to 6 pm afterschool twice a week. One program meeting biweekly and two Saturdays a month for family topics, including, basics of college and life skills, etc. Topics were selected by alumni. Currently working with AHS Principal, Ed Watts and counselors to reach out to all alumni.

PRINCIPAL'S REPORT-Grimmway Academy Arvin

Principal, Cole Sampson shared there are 806 students enrolled and 77 on the waitlist for GA Arvin. A "Beat the State" talent show was held and it was very fun. There were thirteen acts and one teacher entry. Next competition will be door dress up.

PRINCIPAL'S REPORT-Grimmway Academy Shafter

Principal, Joanna Kendrick shared there are 539 students enrolled and 12 on the waitlist at GA Shafter. A waitlist is building for each grade. Attendance is currently at 97.9%. Focus in September has been on Literacy month. Literacy night will be held on September 27th. Upcoming events include a Farmer's Market, Parent BELIEVE and Halloween.

ARVIN AND SHAFTER PARENT REPORT

SPGA President, Matt Look reported the parent group held their first on September 11th. Ten parents, two teachers, and Monica Jara Guerra attended. A Halloween theme carnival will be held at the end of October. Fundraising goals include a small shade structure on campus and implementing school sports.

GRIMMWAY SCHOOLS STAFF REPORT

Zulema Ela shared the staff report for GA Arvin. School Solutions Coordinator is made up of six teams. Some of those teams are: Intervention, Attendance, Special Events and Community Connections. Literacy night was held on September 13th. Every student who attended received a new book; it was the biggest Literacy night yet. Parent Teacher conferences will be held the week of October 1st.

FISCAL REPORT

Kristin Dietz from EdTec (back-office provider) shared the August 2018 financial update. Closed out the unaudited actuals and ended the year a bit higher (page three referenced in Fiscal Report) due to conservative forecasting and not as much spending as anticipated. There was an E-rate credit not budgeted for and CNIPS was ran efficiently. For GA Shafter, salaries were budgeted higher than anticipated, while home office marketing expenses were added. Kristin shared the organization and cash balance is right on track.

For GA Arvin, Kristin shared the forecasted net income is currently \$314,000, an \$18,000 increase from the approved budget. ADA is currently forecasted at 756.48.

For GA Shafter, the forecasted net income is currently \$76,000, a \$68,000 decrease over the approved budget. ADA is currently forecasted at 506.88.

For the home office, the forecasted net income is currently \$-8,000, no material change over prior 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 August 2018 that were considered, and discussed. Ernie inquired about Core Business Interiors. This was the business furniture purchase for GA Arvin for the Learning Lab. On a motion duly made by Ernie Unruh, seconded by, Matt Look and carried, the Board approved the August 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 2017-18 Unaudited Actuals for GA Arvin that were considered, and discussed. On a motion duly made by Matt Look, seconded by Manuel Pantoja, and carried, the Board approved the 2017-18 Unaudited Actuals for GA Arvin.

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 2017-18 Unaudited Actuals for GA Shafter that were considered, and discussed. On a motion duly made by Ernie Unruh, seconded by Matt Look, and carried, the Board approved the 2017-18 Unaudited Actuals for GA Shafter.

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 Updated Fiscal Policies that were considered, and discussed. On a motion duly made by Matt Look, seconded by Manuel Pantoja, and carried, the Board approved Updated Fiscal Policies.

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

5. The Directors were presented with the Approval of the Authorization to Contract with Consultant that were considered, and discussed. On a motion duly made by Ernie Unruh, seconded by Matt Look, and carried, the Board approved the Authorization to Contract with Consultant.

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 4:36 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 September 24, 2018.

Secretary