

# 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 27, 2020

Meeting held via teleconference

#### 2. DIRECTORS PRESENT

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

Present: Tom Mestmaker, President; Manuel Pantoja, Secretary and Arvin Community Representative; Matt Look, Star Parents of Grimmway Academy (SPGA) and Parent Representative; Ernie Unruh, Kern County Superintendent of Schools Representative; Dr. Jean Fuller, Grimm Family Education Foundation Representative

Absent: NA

Grimmway Schools Staff Present via teleconference: Casey Yeazel, Executive Director; Dr. Monica Jara Guerra, Director of College and Alumni Initiatives; Michelle Lumis, Executive Assistant; Mike Romero, Human Resources Director; Dr. Wendy Creek, Chief Academic Officer

Grimmway Academy Staff Present via teleconference: Zulema Ela, Vice Principal of Academics; Hurshel Williams, Principal, Grimmway Academy Arvin; Brook Webb, Principal, Grimmway Academy Shafter; Sabrina Reimert, Assistant Principal of Student Services; Yuri Perez, Intervention Coordinator; Berenice Parra, Attendance Clerk

Grimm Family Education Foundation Staff present via teleconference: Evelyn Steed, Office Manager and Rick Phillips, Fiscal Manager

Others Present via teleconference: Cindy Franz, Back Office Provider; Emma Pereida-Martinez, Assistant Superintendent, Arvin Union School District; Elia Sagasta, Assistant Superintendent, Richard School District

3. APPROVAL OF MINUTES

A motion was made by, Matt Look seconded by, Jean Fuller, and passed, to approve via roll call the minutes of the Board meeting dated June 29, 2020.

Board Member	Yay	Nay	Absent	Abstain
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 Home Office for the transaction of business of this Corporation.

A motion was made by, Matt Look seconded by, Manuel Pantoja, and passed, to approve via roll call the minutes of the Special Board meeting dated July 16, 2020.

Board Member	Yay	Nay	Absent	Abstain
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 Home Office for the transaction of business of this Corporation.

II. COMMUNICATIONS

ORAL COMMUNICATIONS - NONE

GS LEADERSHIP REPORT

Casey Yeazel, Executive Director, shared Grimmway Schools reopening plans. On Friday, July 17<sup>th</sup>, the California Department of Public Health (CDPH) issued the *COVID-19 and Reopening In-Person Learning Framework for K-12 Schools in California, 2020-2021 School Year*. Given that Kern County was officially placed on the monitoring list on Tuesday, July 21<sup>st</sup>, the new criteria will require Grimmway Schools to reopen schools with a full distance learning approach on August 3<sup>rd</sup>. Casey shared the new distance learning requirements from the state with the board. Casey asked Dr. Wendy Creek, Chief Academic Officer to share the highlights of Professional Development.

Dr. Creek shared she has been working with school site leadership, teachers, and instructional staff to construct a rich and engaging distance learning plan to start the school year off strong.

Casey covered the requirements for attendance documentation during distance learning and meal service distribution to students.

Casey provided an update to Assembly Bill 1384, which provides liability protection for Local Education Agencies (LEAs) against injuries relating to COVID-19 infection. The expectation is for the bill to pass the Legislature, however, as of Friday, July 24, 2020, it has not.

Mike Romero, Chief Operating Officer, shared over the past several weeks Grimmway Schools has been reviewing guidance from the Centers for Disease Control (CDC), California Department of Public Health (CDPH), and Kern County Department of Health. Though guidance is evolving, we have provided our staff with comprehensive COVID-19 prevention training as well as a formal COVID-19 response protocol should there be a positive case, exposure, or potential exposure. Each site will have an identified COVID-19 liaison to ensure onsite COVID-19 response. Personal Protection Equipment has been secured for all staff and students ready for deployment once on-site instruction resumes.

In regards to benefits, Mike shared, after consultation with our benefits partners, we have decided to continue covering all COVID-19 related testing costs under our self-funded plans. This will provide our staff with additional testing options should they need them.

On the operations side, Mike shared the solar project at GA Arvin is complete as of early July. Some landscaping issues have been identified as a result of the heavy equipment used on our field. These issues are currently being resolved.

Facilities managers have developed a comprehensive cleaning regimen that include daily sanitation and weekly deep cleanings. Should there be a positive case on site, they will be among the first notified so they can ensure a timely and thorough cleaning/disinfecting of the affected areas. Per the Centers for Disease Control (CDC), impacted areas will experience a 24-hour "shutdown" before resuming operations.

Chromebook distribution is scheduled in the coming weeks. School sites are working with families to ensure technology is dispersed to all students. Campuses are preparing for grab-and-go meal service for our students beginning on August 3rd. We anticipate interest from the community at large in the first week, but preparations have been made to account for this possible increase.

Casey shared Brook Webb has been hired as the new Principal of Grimmway Academy Shafter and Sarah Davis as the Assistant Principal of Academics. Casey thanked Sabrina Reimert, Assistant Principal of Student Services for handling all the administrator duties over the summer for Grimmway Academy Shafter.

PRINCIPAL'S REPORT-Grimmway Academy Shafter - NA

PRINCIPAL'S REPORT-Grimmway Academy Arvin - NA

ARVIN AND SHAFTER PARENT REPORT - NA

GRIMMWAY SCHOOLS STAFF REPORT

Berenice Parra, Attendance Clerk for GA Arvin, shared the staff report. Berenice GA Arvin is fully staffed and has been engaging in productive distance learning training via Zoom.

FISCAL REPORT - REVENUE BUDGET ADJUSTMENT

Cindy Franz from EdTec (back-office provider) shared the revenue budget adjustments for the 2020-21 school year. Cindy gave an update on the state budget, including LCFE rate increasing, Learning Loss Mitigation, ADA, Instructional Days and STRS. Revenues improve, but uncertainty remains with deferrals and ADA. Spring State aid will be paid much later in the year.

Cindy discussed the importance of the Learning Loss Mitigations components and restricted uses in terms of student learning supports, extension of instructional time, academic services, technology support, instructional materials, and addressing learning barriers.

Cindy shared the COVID funding sources and their time line to spend the funds. Unknown length of crisis and economic impact. Adjusting for continued remote learning and potential new California budget.

**III. ACTION ITEMS**

1. The Directors were presented with the approval of the 20-21 CONAPP for GA Arvin that were considered, and discussed. On a motion duly made by Manuel Pantoja seconded by Matt Look, and carried, the Board approved via roll call the 20-21 CONAPP for GA Arvin.

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

2. The Directors were presented with the approval of the 20-21 CONAPP for GA Shafter that were considered, and discussed. On a motion duly made by Matt Look, seconded by Ernie Unruh, and carried, the Board approved via roll call the 20-21 CONAPP for GA Shafter.

<b>Board Member</b>	<b>Yay</b>	<b>Nay</b>	<b>Absent</b>	<b>Abstain</b>
Tom Mestmaker	X			
Manuel Pantoja	X			
Ernie Unruh	X			
Matt Look	X			
Jean Fuller	X			

3. The Directors were presented with the approval of the Certificated, Classified & Home Office Employee Handbooks that were considered, and discussed. On a motion duly made by Matt Look, seconded by Manuel Pantoja, and carried, the Board approved via roll call the Certificated, Classified & Home Office Employee Handbooks.

<b>Board Member</b>	<b>Yay</b>	<b>Nay</b>	<b>Absent</b>	<b>Abstain</b>
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 Instructional Minutes for 20-21 SY that were considered, and discussed. On a motion duly made by Ernie Unruh, seconded by Jean Fuller, and carried, the Board approved via roll call the Instructional Minutes for 20-21 SY.

<b>Board Member</b>	<b>Yay</b>	<b>Nay</b>	<b>Absent</b>	<b>Abstain</b>
Tom Mestmaker	X			
Manuel Pantoja	X			
Ernie Unruh	X			
Matt Look	X			
Jean Fuller	X			

5. The Directors were presented with the approval of Resolution for Change in Bank Signors for Grimmway Schools that were considered, and discussed. On a motion duly made by Matt Look, seconded by Manuel Pantoja, and carried, the Board approved via roll call the Resolution for Change in Bank Signors for Grimmway Schools.

<b>Board Member</b>	<b>Yay</b>	<b>Nay</b>	<b>Absent</b>	<b>Abstain</b>
Tom Mestmaker	X			
Manuel Pantoja	X			
Ernie Unruh	X			
Matt Look	X			
Jean Fuller	X			

6. The Directors were presented with the approval of the 403b Match Affirmation for 2020-21 that were considered, and discussed. On a motion duly made by Matt Look, seconded by Jean Fuller, and carried, the Board approved via roll call the 403b Match Affirmation for 2020-21.

<b>Board Member</b>	<b>Yay</b>	<b>Nay</b>	<b>Absent</b>	<b>Abstain</b>
Tom Mestmaker	X			
Manuel Pantoja	X			
Ernie Unruh	X			
Matt Look	X			
Jean Fuller	X			

7. The Directors were presented with the approval of Amendment to Resolution Concerning Measures to Address Organizational and Educational Impacts of COVID-19 Virus. Tom Mestmaker tabled this action.

IV. On a motion the board adjourned at 4:33 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 July 27, 2020.

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Secretary