

# 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: December 17, 2018

Place: 471 W. Los Angeles St. Shafter, CA 93263

#### 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 via phone

Absent: Sean McNally

Grimm Family Education Foundation Staff Present: Evelyn Steed, Office Manager; Barbara Grimm Marshall, Founder, Grimm Family Education Foundation and Grimmway Schools; RJ Valentino, President

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; Zulema Ela, Librarian

Others Present: Kristin Dietz and Cindy Franz, Back Office Provider with EdTec via phone; Elia Sagasta, Assistant Superintendent, Richard School District; Victor Munoz, President of Parents of Grimmway Academy

#### 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 November 26, 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.

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

## **II. COMMUNICATIONS**

*ORAL COMMUNICATIONS: NA*

### *LEADERSHIP REPORT*

Paul Escala, Executive Director, asked Casey Yeazel, Chief Academic Officer, to discuss academics. Casey shared each school is wrapping up Interims and teachers participating in the New Teacher Center are half-way through the program.

Paul shared both campuses are looking into solar. Working with a firm, Sage Renewable Consulting to help us with the financing. Currently have \$152k left in SB740 funds. The Strategic Growth Initiative is complete and will be shared at the January 2019 board meeting to discuss our future trajectory and outcomes.

Mike Romero, Director of Human Resources shared both schools are fully staffed. Financial Literacy Academy will start at each campus in January 2019. Partnered with Denise Winston, CEO of Money Starts Here, LLC to facilitate the financial literacy program. We have formed a partnership with Bakersfield College to have teachers/interns in our classrooms. The mutual offer of understanding will be presented to the board today.

### *PRINCIPAL'S REPORT-Grimmway Academy Arvin*

Principal, Cole Sampson recognized and congratulated Music teacher Carmen Diaz, who was featured in a recent article and video that were published by the Smithsonian Institution Center for Folklife and Cultural Heritage. The article highlights the importance of Mariachis and its influence on our scholars in Arvin. Well done Carmen! The Winter Concert is being held this evening. Junior high basketball team won their first game against Mt. View.

## *PRINCIPAL'S REPORT-Grimmway Academy Shafter*

Principal, Joanna Kendrick shared scholars are halfway done with assessments and the school has lofty academic goals. Currently working on professional development this week and getting started early on interviewing for sixth grade positions for next school year.

## *ARVIN AND SHAFTER PARENT REPORT*

SPGA President, Matt Look shared there was no SPGA no meeting for the month of December but a family potluck was held. Working on raising funds for the 2<sup>nd</sup> graders and uniforms for basketball players.

Victor Munoz, President of POGA for Grimmway Academy Shafter, shared a photo shoot with Santa and candy gram fundraiser was held. Establishing traditions here in Shafter for the community. POGA will furnish dinner at upcoming parent/teacher nights.

## *GRIMMWAY SCHOOLS STAFF REPORT - NA*

### *FISCAL REPORT*

Cindy Franz from EdTec (back-office provider) shared the November 2018 financial update. Enrollment is higher than anticipated. Continue to maintain a conservative approach. The 17-18 Audit was clean, with no findings and no material adjustments.

For GA Arvin, Cindy shared the forecasted net income is currently \$528,000, an \$18,000 increase from the previous forecast. ADA is currently forecasted at 756.48.

For GA Shafter, the forecasted net income is currently \$35,000, a \$4,000 increase from the previous forecast. ADA is currently forecasted at 506.88.

For the home office, the forecasted net income is currently \$14,000, no material change from the previous forecast.

31% of revenues have been received to-date, while 41% 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 November 2018 that were considered, and discussed. On a motion duly made by Manuel Pantoja, seconded by, Ernie Unruh and carried, the Board approved the November 2018 purchase orders and warrants.

<b>Board Member</b>	<b>Yay</b>	<b>Nay</b>	<b>Absent</b>
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 the 1<sup>st</sup> Interim 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 1<sup>st</sup> Interim for GA Arvin.

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

3. The Directors were presented with the Approval of 1<sup>st</sup> Interim 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 1<sup>st</sup> Interim for GA Shafter.

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

4. The Directors were presented with the Approval of 17-18 Fiscal Audit for Grimmway Schools that were considered, and discussed. On a motion duly made by Manuel Pantoja, seconded by Matt Look, and carried, the Board approved 17-18 Fiscal Audit for Grimmway Schools.

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

5. The Directors were presented with the Approval of MOU between Grimmway Schools and Bakersfield College that were considered, and discussed. On a motion duly made by Ernie Unruh, seconded by Matt Look, and carried, the Board approved MOU between Grimmway Schools and Bakersfield College.

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

On a motion the board adjourned at 4:21 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 December 17, 2018.

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Secretary