

# 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: 4:04 p.m.

Date: January 28, 2019

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: Matt Look, Manuel Pantoja and Ernie Unruh via phone

Absent: Sean McNally and Tom Mestmaker

Grimm Family Education Foundation Staff Present: Rick Phillips, Fiscal 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; Zulema Ela, Librarian, Sean Cartney, Executive Chef

Others Present: Cindy Franz, Back Office Provider with EdTec via phone; Emma Pereida-Martinez, Assistant Superintendent, Arvin Union School District; Joe Colombo, Vice President of Sales, Colombo Construction Company Inc.; Johnny Frank, Project Manager, Colombo Construction Company Inc.

#### 3. FLAG SALUTE

#### 4. APPROVAL OF MINUTES

A motion was made by Matt Look, seconded by, Ernie Unruh, and passed, to approve the minutes of the Board meeting dated December 17, 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 shared California Charter Schools Association (CCSA) annual policy platform and the importance of new legislation, which could affect new and existing charter schools.

In an ongoing effort to help the community understand charter schools, the Kern County Grand Jury published the “Comparison of Charter and Traditional Public Schools at Elementary Level” on January 14, 2019. The Kern County Grand Jury gave GA Arvin a glowing report.

Casey Yeazel, Chief Academic Officer, shared over winter break both school sites worked together on professional development, then independently. Assessment data to come later. Marshall Dietrich from the Buena Vista Edible School Yard (ESY) has joined the New Teacher Center teaching cohort, helping to taking a deep look at curriculum and identifying measures for success.

Mike Romero, Director of Human Resources shared both schools are fully staffed. Discussions have started on hiring needs for next school year. Sending out a survey to staff for possible vacancies for next year. A Recruitment Specialist has been hired at the home office. Human Resources will be attending and hosting upcoming local job fairs.

Dr. Monica Jara Guerra, Director of College and Alumni Initiatives is conducting outreach to alumni and families, via letters, flyers, and social media to get current addresses for alumni students. Alumni group is currently meeting three times per week. On January 25<sup>th</sup>, a college trip to UCLA, CSULB, and Loyola Marymount was held. Forty-five people attended - half eighth graders scholars and half alumni scholars and their families. Future college trips coming up to visit northern California colleges.

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

Principal, Cole Sampson shared average daily attendance has held strong since returning from winter break. Cole asked Zulema Ela to share what was happening at GA Arvin.

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

Principal, Joanna Kendrick shared GA Shafter is starting the third quarter strong and holding Academic Parent-Teacher Team (APTT) meetings this week. The beginning of open enrollment and GA Shafter is on target to meet enrollment. Hired a sixth grade STEM and Humanities teacher. Gearing up for English Language Proficiency Assessments for California (ELPAC) testing. Local Control Accountability Plan (LCAP) survey coming out soon.

### *ARVIN AND SHAFTER PARENT REPORT*

SPGA President, Matt Look shared there was a meeting held the week of January 21<sup>st</sup>. Planning a father/daughter dance for Friday, February 8<sup>th</sup>. SPGA recently funded basketball uniforms for all teams.

### *GRIMMWAY SCHOOLS STAFF REPORT*

Zulema Ela, Librarian for GA Arvin, shared there was a good turnout for parent teacher conferences. Opportunity Fridays, all students receive intervention and have one hour of Language Arts and one hour of Math. Positive comments from the students about Opportunity Fridays. Upcoming events include Winter Wonderland on February 16<sup>th</sup>. Snow will be brought onto campus and the event will be open to the community. Dance on February 22<sup>nd</sup>, along with the start of the bookfair on February 25<sup>th</sup>.

### *GA ARVIN AND GA SHAFTER SARC*

Greg West, Director of School Support Services shared the 17-18 School Accountability Report Card (SARC) for GA Arvin and GA Shafter. Each SARC will be submitted to the California Department of Education by February 2, 2019 and posted to each school's website. Ernie Unruh asked if the number of teachers growing with credentials also growing proportionally as well grow? Mike Romero stated it is challenging to find highly passionate and talented teachers. Grimmway Schools looks for teachers who enter the credential program.

### *WINTER ACADEMIC PERFORMANCE PRESENTATION*

Casey shared a PowerPoint presentation of mid-year data from SBAC and NWEA testing from each school. This data is used for planning mid-year.

FISCAL REPORT

Cindy Franz from EdTec (back-office provider) shared the December 2018 financial update. Cindy shared that the first draft of the state budget continues a positive funding trend.

For GA Arvin, Cindy shared the forecasted net income is currently \$515,000, a \$15,000 decrease from the previous forecast. ADA is currently forecasted at 756.48.

For GA Shafter, the forecasted net income is currently \$107,000, a \$72,000 increase from the previous forecast. ADA is currently forecasted at 506.88.

For the home office, the forecasted net income is currently \$26,000, a \$12,000 increase from the previous forecast.

40% of revenues have been received to-date, while 49% 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 December 2018 that were considered, and discussed. On a motion duly made by Ernie Unruh, seconded by, Matt Look, and carried, the Board approved the December 2018 purchase orders and warrants. Ernie Unruh asked for a breakdown of the fuel surcharge for Jordano’s. Paul said the home office would email the breakdown to all board members.

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 the GA Arvin Low Performing Students Block Grant that were considered, and discussed. On a motion duly made by Matt Look, seconded by Ernie Unruh, and carried, the Board approved GA Arvin Low Performing Students. Greg West shared this is new grant offered to schools this year, with about \$28,000 to spend on students. Funds to be used on Intervention and curriculum aligned with SBAC and ELA over the next 3 years.

<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 GA Arvin Café Improvement Project that were considered, and discussed. On a motion duly made by Ernie Unruh, seconded by Matt Look, and carried, the Board approved the GA Arvin Café Improvement Project.

Paul shared the improvement project is to help expand the space in the café. Sean Cartney, Executive Chef, shared the difficulty of storing and accessing food items due to the lack of space in the café. The expansion will allow for more fruit and much needed additional space for the Supper Program. Sean shared 775 lunches served per day. Johnny Frank, Project Manager, Colombo Construction, shared the general scope of the work: additional 475 square feet space, new freezer, and new dry goods storage. Approximately 2.5 month construction schedule, with a completion date of July 14th. Start on May 6<sup>th</sup>. Freezer is about 20% of the budget, cost is \$515 per square foot. Will be capitalized asset once completed.

<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 5:00 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 January 28, 2019.

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Secretary