

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: 4:02 p.m.

Date: April 3, 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, Matt Look, Ernie Unruh, Manuel Pantoja

Absent: Sean McNally

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

Grimmway Schools Staff Present: Paul Escala, Executive Director; Michelle Lumis, Executive Assistant; Mike Romero, Director of Human Resources

Grimmway Academy Staff Present: Cole Sampson, Principal; Joanna Kendrick, Principal; Lori Kall, Assistant Principal of Instruction

Others Present: Kristin Dietz, Back Office Provider with EdTec; Elia Sagasta, Director Richland School District; Georgia Rhett, Assistant Superintendent for Arvin School District

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 Audit Committee meeting dated March 5, 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		

A motion was made by Ernie Unruh, seconded by, Manual Pantoja and passed, to approve the minutes of the Board meeting dated March 5, 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

Executive Director, Paul Escala shared the Grimmway Schools leadership teams are preparing for authorizer oversight visits on May 1, 2018 for Grimmway Academy Arvin and May 7, 2018 for Grimmway Academy Shafter. The same FCMAT tool that has been used in the past will be used again this year by KCSOS for GA Arvin. One item on the oversight tool Paul brought to the board’s attention was enrollment review for GA Arvin’s campus. Ken Taylor, Team Lead Charter Schools for the oversight review, asked for the school’s enrollment to look at the demographics to make sure GA Arvin’s demographics matched Arvin School District. Paul said that this particular language in the oversight tool is confusing and could be a violation of the law. Paul has reached out to our legal team at Young, Minney & Corr and to Lisa Gilbert at KCSOS to make sure we understand the language in the oversight tool. Paul shared Grimmway Schools has had a positive relationship with KCSOS and wants to continue this positive relationship. Board member, Ernie Unruh said these types of request are normal for KCSOS.

PRINCIPAL'S REPORT-Grimmway Academy Arvin

Principal, Cole Sampson shared the month of March has been focused on EL instruction and third quarter interim assessments. A public lottery will be held for four different grades on April 5th. The eighth grade Washington DC trip was cancelled due to snow, but was rescheduled for the week of April 10th.

PRINCIPAL'S REPORT-Grimmway Academy Shafter

Principal, Joanna Kendrick shared her leadership team is preparing for state exams and planning for the next school year. Majority of the GA Shafter staff is remaining for the next school year and two Instructional Assistants have been offered teacher positions for the following school year.

SPGA REPORT

Star Parents of Grimmway Academy Arvin (SPGA) President, Matt Look reported the Father/Daughter dance was a big success. There will be a mother/son activity coming in May.

GS STAFF REPORT

Assistant Principal of Instruction at GA Arvin, Lori Kall shared the staff report. Data day for staff included reviewing data for reading and math. Reading average is approaching grade level for many students and most students are on grade level or above for math. The staff is heading into SBAC, which includes a 14 day re-teach plan and how to target student needs and how to best support students. Staff is preparing for upcoming Academic Parent-Teacher Teams(APTT).

SPRING DATA PRESENTATION

Joanna and Cole presented the Spring Data report via PowerPoint. Both campuses are using the same assessments to show how students are growing and how far they are from grade level average. Joanna shared that second grade saw a 30% to 50% growth in math, while third grade is struggling in reading, which has been an area of challenge. Ernie Unruh asked if there was a reason for the dip in reading and Joanna said many of the third graders were enrolled mid-year and still getting adjusted at school while the teachers were still getting to know the students. Cole shared that first grade at GA Arvin went from 46% to 96% in English Language Arts and all but one grade level has improved in math.

FISCAL REPORT

Kristin Dietz from EdTec (back-office provider) shared the February 2018 financial update. Kristin shared Grimmway Schools has a strong fiscal report, noting there is an -\$89,000 variance and not a -\$22,000 variance as reported on page 4. Revenues may have to carryover to 2019 if expenses are not made. Kristin shared Grimmway Schools is expected to be ending the year at \$3.9 million, which is a strong finish.

For GA Arvin, Kristin shared the forecasted net income is currently \$782,000, a \$59,000 decrease over the previous forecast. ADA is currently forecasted at 751.7.

For GA Shafter, Kristin shared the forecasted net income is currently \$298,000, a \$37,000 decrease over the previous forecast. ADA is currently forecasted at 417.5.

For the CMO, the forecasted net income is currently \$284,000, a \$5,000 increase from the previous 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 February 2018 that were considered, and discussed. On a motion duly made by Manuel Pantoja, seconded by, Matt Look and carried, the Board approved the February 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 Approval of the Auditor Engagement Contract for Years Ended June 30, 2018 through June 30, 2019 that were considered, and discussed. On a motion duly made by Ernie Unruh, seconded by, Manuel Pantoja and carried, the Board approved the Auditor Engagement Contract for Years Ended June 30, 2018 through June 30, 2019.

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 Grimmway Schools 403b Audit Proposal for the School Year 2017-2018 that were considered, and discussed. Mike Romero shared since Grimmway Schools is over the employee mark of 100, we are required by the IRS to have this limited scope audit. The audit can help maintain the reputation of the firm. On a motion duly made by Ernie Unruh, seconded by, Manuel Pantoja and carried, the Board approved the Grimmway Schools 403b Audit Proposal for the School Year 2017-2018.

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 2nd Interim Financial Report for Grimmway Academy Arvin that were considered, and discussed. On a motion duly made by Manuel Pantoja, seconded by, Matt Look and carried, the Board approved the Manuel Pantoja Arvin.

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 2nd Interim Financial Report for Grimmway Academy Shafter that were considered, and discussed. On a motion duly made by Matt Look, seconded by, Manuel Pantoja and carried, the Board approved the 2nd Interim Financial Report for Grimmway Academy.

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 4:31 p.m.

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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 3, 2018.

Secretary