

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: June 25, 2018

Place: 901 Nectarine Court, CA 93203

2. DIRECTORS PRESENT

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

Present: Matt Look, Sean McNally and Manuel Pantoja

Absent: Tom Mestmaker and Ernie Unruh

Grimm Family Education Foundation Staff Present: Evelyn Steed, Office Manager; Rick Phillips, Fiscal Manager

Grimmway Schools Staff Present: Paul Escala, Executive Director; Mike Romero, Director of Human Resources; Greg West, Director of School Support Services; Casey Yeazel, Chief Academic Officer; Melody Castillo, Accounting Clerk

Grimmway Academy Staff Present: Lori Kall, Assistant Principal of Instruction and Joanna Kendrick, Principal

Others Present: Cindy Franz, 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 May 29, 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 Grimmway Schools had a successful year opening a new school, with new families and new staff. Now we turn to concentrate on growing our people. We are adding five full time instructional coaches to help our young teachers. Strategic growth initiative work will conclude this week and be finalized. This will be our 5-year growth plan. There will updates to the Arvin campus; painting, playground equipment delivery, new furniture in Kindergarten and third grade classrooms, and new devices. We are working with the City of Arvin on building code requirements on installation of a shade structure. Grimmway Schools is applying for a grant from the Calder Foundation to support CMO growth and teacher/leader development.

PRINCIPAL'S REPORT-Grimmway Academy Arvin

Lori Kall, Assistant Principal of Instruction filled in for Principal, Cole Sampson. Lori shared GA Arvin will start professional development soon. Currently looking for a middle school math teacher. This is the last week of a three-week summer school program. Summer school was intervention focused. Enrollment is high at GA Arvin for the 18-19 but will lose some students to attrition.

PRINCIPAL'S REPORT-Grimmway Academy Shafter

Principal, Joanna Kendrick shared GA Shafter new hire orientation is underway with professional development starting on July 16th. GA Shafter is looking to hire one more SPED teacher. SPED teachers will co-teach in classrooms with the subject matter teacher. Enrollment is currently at 525 students. There is additional room for students in Kinder. Mutual Promise meetings are scheduled for July 17th and 19th.

CMO REPORT

Human Resources Director, Mike Romero shared 18 new teachers have been hired; ten at Shafter and eight at Arvin. This year we had an attrition rate of 90% at Shafter and 88% at Arvin. Still need one SPED teacher at Shafter and a middle school teacher at Arvin.

ARVIN AND SHAFTER PARENT REPORT - NA

GS STAFF REPORT

Chief Academic Officer, Casey Yeazel reported that GA Arvin had its second 8th grade promotion. Casey reflected how we were reminded of the school's importance to our students. A couple of students gave speeches to the crowd regarding what GA means to them. Casey shared it was quite touching.

FISCAL REPORT

Cindy Franz from EdTec (back-office provider) shared the May 2018 financial update. Everyone is looking strong financially.

For GA Arvin, Cindy shared the forecasted net income is currently \$703,000, a \$28,000 decrease over the previous forecast. ADA is currently forecasted at 757.05.

For GA Shafter, the forecasted net income is currently \$327,000, a \$12,000 decrease over the previous forecast. ADA is currently forecasted at 411.35.

For the CMO, the forecasted net income is currently \$391,000, a \$8,000 decrease 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 May 2018 that were considered, and discussed. On a motion duly made by Manuel Pantoja, seconded by, Matt Look and carried, the Board approved the May 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 17-18 CONAPP 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 17-18 CONAPP 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 the 17-18 CONAPP for GA Shafter that were considered, and discussed. On a motion duly made by Manuel Pantoja, seconded by Matt Look, and carried, the Board approved the 17-18 CONAPP 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 the GA Arvin LCAP that were considered, and discussed. On a motion duly made by Manuel Pantoja, seconded by Matt Look, and carried, the Board approved the GA Arvin LCAP.

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 GA Shafter LCAP that were considered, and discussed. Joanna shared the LCAP priorities, goals, and some of the action plans. Stakeholder engagement started back in January (staff and parent surveys were sent out twice per year). A couple of priorities that came out of the survey: more volunteer opportunities, especially for Spanish speaking parents, more access to the ESY, and increased academic support for new teachers. On a motion duly made by Manuel Pantoja, seconded by Matt Look, and carried, the Board approved the GA Shafter LCAP.

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

6. The Directors were presented with the Approval of the 18-19 GA Arvin Budget that were considered, and discussed. On a motion duly made by Matt Look, seconded by Manuel Pantoja, and carried, the Board approved the 18-19 GA Arvin Budget.

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

7. The Directors were presented with the Approval of the GA Shafter Budget that were considered, and discussed. On a motion duly made by Matt Look, seconded by Manuel Pantoja, and carried, the Board approved the GA Shafter Budget.

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

8. The Directors were presented with the Approval of the 18-19 Grimmway Schools CMO Budget that were considered, and discussed. On a motion duly made by Matt Look, seconded by Manuel Pantoja, and carried, the Board approved the Approval of the 18-19 Grimmway Schools CMO Budget.

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

9. The Directors were presented with the Approval of the 18-19 Grimmway Schools Consolidated CMO Budget that were considered, and discussed. On a motion duly made by Manuel Pantoja, seconded by Matt Look, and carried, the Board approved the 18-19 Grimmway Schools Consolidated CMO Budget.

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

10. The Directors were presented with the Approval of Authority to Renew Back-Office Service Provider Agreement (EdTec) that were considered, and discussed. On a motion duly made by Matt Look, seconded by Manuel Pantoja, and carried, the Board approved the Approval of the Authority to Renew Back-Office Service Provider Agreement (EdTec).

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

11. The Directors were presented with the Approval of the Renewal of the CharterSafe Insurance Policy that were considered, and discussed. On a motion duly made by Manuel Pantoja, seconded by Matt Look, and carried, the Board approved the Approval of the Renewal of the CharterSafe Insurance Policy.

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

12. The Directors were presented with the Approval of CMO Office Space Lease Amendment that were considered, and discussed. Paul shared the CMO has already outgrown the original office space. Will have additional square footage added onto the suite for new staff that will be coming on board. On a motion duly made by Manuel Pantoja, seconded by Matt Look, and carried, the Board approved the Approval of the CMO Office Space Lease Amendment.

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

13. The Directors were presented with the Approval of 403(b) Plan Amendment that were considered, and discussed. Mike shared this is the retirement plan for non-certificated staff at the schools. We do not participate in PERS. On a motion duly made by Matt Look, seconded by Manuel Pantoja, and carried, the Board approved the Approval of the 403(b) Plan Amendment.

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

14. The Directors were presented with the Approval of Safe and Secure Learning for All Policy that were considered, and discussed. On a motion duly made by Manuel Pantoja, seconded by Matt Look, and carried, the Board approved the Approval of the Safe and Secure Learning for All Policy.

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

15. The Directors were presented with the Approval of Omnibus Board Policy Statement that were considered, and discussed. Paul shared this will grandfather all previously adopted/approved policies for all campuses and future campuses. On a motion duly made by Matt Look, seconded by Manuel Pantoja, and carried, the Board approved the Approval of the Omnibus Board Policy Statement.

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

16. The Directors were presented with the Approval of Bell Schedule and Instructional Minutes that were considered, and discussed. On a motion duly made by Matt Look, seconded by Manuel Pantoja, and carried, the Board approved the Approval of the Bell Schedule and Instructional Minutes.

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 4:56 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 eight (8) pages are the minutes of the meeting of the Board of Directors held on June 25, 2018.

Secretary