

# 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: April 27, 2020

Place: 5080 California Avenue, Suite 100, Bakersfield, CA 93309

### 2. DIRECTORS PRESENT

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

Present: Tom Mestmaker, President; 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; Manuel Pantoja, Secretary and Arvin Community Representative

Absent: NA

Grimmway Schools Staff Present via teleconference: Casey Yeazel, Executive Director; Greg West, Director of School Support Services; Dr. Monica Jara Guerra, Director of College and Alumni Initiatives; Michelle Lumis, Executive Assistant; Michael Bobadilla, Communications and Branding Manager; Mike Romero, HR Director

Grimmway Academy Staff Present via teleconference: Frank Pasillas, Teacher; Katie Wiebe, Parent and Community Engagement Coordinator; Zulema Ela, Vice Principal of Academics; Hurshel Williams, Principal, Grimmway Academy Arvin and Joanna Kendrick, Principal, Grimmway Academy Shafter

Grimm Family Education Foundation Staff present via teleconference: Barbara Grimm Marshall, Founder and Dylan Wilson, Program Manager for Kern County Edible School Yard

Others Present via teleconference: Cindy Franz, Back Office Provider with EdTec; Becky Bentley; Karina Esquivel; one unidentified caller

3. *FLAG SALUTE*

4. *APPROVAL OF MINUTES*

A motion was made by, Jean Fuller seconded by, Matt Look, and passed, to approve the revised minutes of the Board meeting dated March 23, 2020.

| <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          |            |               |                |

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, Jean Fuller, and passed, to approve the minutes of the Board meeting dated April 8, 2020.

| <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          |            |               |                |

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 the financial impact COVID-19 is having on the state budget and the potential impact to Grimmway Schools' budget for 2020-2021 and beyond, as there is much uncertainty on the state and national economy. We could be heading into a recession and significant decrease in revenue and funding, specifically, zero percent COLA and a decrease in LCFF funding. Casey shared a federal stimulus

package is coming to help the state of California and schools. We will continue budgeting for contingencies and a 5% budget decrease for the 20-21 school year. Reviewing all expenses and then personnel.

Charter School Growth Fund has given Grimmway Schools two unrestricted grants for \$20,000. Grant funds will be used for premium pay for staff currently on school sites.

Per the Governor's Executive Order, we must continue the continuity of learning, providing meals, and child supervision for students of essential workers.

Casey shared his appreciation to staff at both school sites and the home office for their commitment to our scholars during this pandemic.

Casey shared the tracking of student participation in distance learning for both campuses.

Greg West, Director of School Support Services shared the meal service program being provided at each campus. There has been an increase in meals provided due to our campuses providing meals for children 18 and younger in the community, not just Grimmway Academy students. Greg shared the challenges each campus faces due to shifting meals now being packed to-go and shelf stable, but continuing to serve healthy meals.

Greg shared the solar project at GA Arvin is complete. We are currently working with PG&E to shut off power and transfer us to solar. Unfortunately, PG&E is not conducting these services during the Shelter-in-Place. We will continue to work with PG&E to make the transition as soon as possible.

Greg shared the LCAP Budget process has been revised per the Governor's Executive Order N-56-20, extending the deadline for submission of our LCAP until December 15, 2020.

Casey shared the Child Supervision program available at each campus is for students of essential workers. Grimmway Schools is following the *Interim Safety Guidance for Essential Employees Working on Site* informed by the CDC, OSHA, and the CDSS and reviewed by YM&C and Charter Safe. Students are also screened.

Casey shared Special Education updates are continuing to occur and provide flexibility to deliver services.

Dr. Monica Jara Guerra, Director of College and Alumni Initiatives share a network wide task force has been created to build community in a distance learning environment. The task force, composed of stakeholders from across the network, is focusing on the connectivity and wellness of three stakeholder groups, students, families and staff. The team has many items they are creating and implementing including a family activity bingo, Grimmway Schools staff wellness buddies, calendar of events to keep staff connected. The team meets weekly and has several projects in the works they are excited to implement.

Mike Romero, Director of Human Resources, shared 3rd quarter claims review for our self-funded TriStar plan. We are still trending favorably through quarter 3 and are saving an estimated \$230,000 compared to what we would have paid with Blue Shield. A few key indicators of savings include: 1) Increased utilization of generic vs. name-brand drugs resulting in Rx costs decreasing 28% compared to last quarter. 2) There were also no major inpatient hospital stays in quarter 3 which kept our claims costs low.

We have also received the TriStar renewal for the 20-21 school year. We are pleased to share we will be receiving at minimum a 4.5% decrease in total costs (fixed costs and estimated claims costs) for the upcoming school year, in a worst-case scenario. However, if we continue to trend favorably, the savings could be closer to 10%-12%. We are still awaiting numbers for our fully funded Kaiser Permanente HMO and ancillary plans (dental, vision, etc.), but will continue to look at our benefits package and identify where we can increase services or fringe benefits for the upcoming plan year.

Mike shared we are not hosting on-campus recruitment events this Spring, we will continue to attend and host virtual recruitment fairs in the days and weeks ahead. However, as a result of staffing career ready SGIs who are eager to move into the classroom and starting our recruitment efforts so early this calendar year, we appear to be in a favorable position regarding staffing for the upcoming year.

Casey shared Grimmway Schools was one of thirteen charter school networks nationwide to be awarded the CSP Grant for CMO Expansion and Replication. This was a competitive grant, and our overall score ended up being the 4<sup>th</sup> highest score of all CMOs that applied. This grant is a research and development grant designed to fund planning for replication and expansion of our model over the next five years, including the roll out of 7<sup>th</sup> and 8<sup>th</sup> grades Shafter, a high school, and an additional K-8 school.

The total amount awarded over that time period is \$4 million. The shutdown and subsequent economic uncertainty caused by the COVID-19 will impact our initial plan, however according to our Program Officer, we will be granted flexibility on our initial timeline due to the COVID-19 shutdown and subsequent potential economic impacts.

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

Hurshel Williams, Principal, shared teachers are doing an outstanding job converting to a virtual environment for distance learning. Parents have done a good job adapting to the online environment as well. Incorporating Social Emotional Learning for families by adding a virtual calendar of events. An upcoming virtual gardening class and cooking class will be hosted by the ESY team. A virtual awards ceremony will also be held next week.

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

Jonna Kendrick, Principal, shared how quickly teachers have transitioned to the distance learning model and thanked them for their efforts. A cultural team was enacted to host virtual experiences for students and families.

## ARVIN AND SHAFTER PARENT REPORT

Katie Wiebe, Parent and Community Engagement Coordinator at GA Shafter, shared she has been working with the Parents of Grimmway Academy (POGA) President, Samantha Hernandez for virtual weekly parent meetings. As a parent, Katie shared she is “really impressed with her children’s teachers.” Katie shared teacher appreciation week and chef appreciation day are coming up.

## GRIMMWAY SCHOOLS STAFF REPORT

Frank Pasillas, Teacher at GA Shafter, shared the staff report for Shafter. Frank reported staff is becoming more confident each week as they continue distance learning.

## FISCAL REPORT

Cindy Franz from EdTec (back-office provider) joined via teleconference to discuss the uncertainty and quick changing environment we are now in due to COVI-19 and the March 2020 financial update. Cindy highlighted the CARES Act funding for education. Funding allocation is based on Title I and will hopefully be received in June and help offset any reductions. Lots of uncertainty due to not knowing the length of crisis and economic impact. Grimmway Schools has a strong cash reserve. Working on multi-track budgeting of at least two scenarios, maintain and improve cash position and get ready for possible deferrals.

For GA Arvin, Cindy shared the forecasted net income increased to \$414,250.

For GA Shafter, the forecasted net income decreased to \$67,299.

For the Home Office, the forecasted net income increased to \$51,019.

Ernie commented he is “not concerned as much for this school year, but concerned that deferrals have a great chance of occurring in the 20-21 school year. Very important that we finish as strong as we can this year.”

### III. ACTION ITEMS

#### A. FISCAL

1. The Directors were presented with the Purchase Orders and Warrants and Credit Card Register for the month of March 2020 that were considered, and discussed. On a motion duly made by Jean Fuller seconded by Matt Look, and carried, the Board approved via roll call the Purchase Orders and Warrants and Credit Card Register for the month of March 2020.

| <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          |            |               |                |

2. The Directors were presented with the 2019 403(b) Plan Audit 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 2019 403(b) Plan Audit.

| <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 Kindergarten Early Admission Request 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 Kindergarten Early Admission Request.

| <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 E-Rate Vendor for GA Shafter that were considered, and discussed. On a motion duly made by Manuel Pantoja, seconded by Jean Fuller, and carried, the Board approved via roll call the E-Rate Vendor 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          |            |               |                |

On a motion the board adjourned at 4:59 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 seven (7) pages are the minutes of the meeting of the Board of Directors held on April 27, 2020.



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Secretary