

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: March 4, 2019

Place: 471 W. Los Angeles Ave. Shafter, CA 93203

2. DIRECTORS PRESENT

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

Present: Tom Mestmaker, Manuel Pantoja, Ernie Unruh and Matt Look via telephone

Absent: N/A

Grimm Family Education Foundation Staff Present: Evelyn Steed, Office 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; Zulema Ela, Vice Principal of Academics via telephone; Hurshel Williams, Vice Principal

Others Present: Cindy Franz, Back Office Provider with EdTec; David Mack, GA Shafter Parent; Maria Rico, GA Shafter Parent

3. FLAG SALUTE

4. ANNOUNCEMENTS

Board President, Tom Mestmaker shared board member and Secretary, Sean McNally's term has expired and he seat will be vacant until the Grimm Family Education Foundation appoints a new board member. Tom appointed board member, Manuel Pantoja as Secretary.

5. APPROVAL OF MINUTES

A motion was made by Manuel Pantoja, seconded by, Ernie Unruh, and passed, to approve the minutes of the Board meeting dated January 28, 2019.

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		
Manuel Pantoja	X		
Ernie Unruh	X		
Matt Look	X		

II. COMMUNICATIONS

ORAL COMMUNICATIONS:

GA Shafter Parent, David Mack shared with board members he is on the LCAP Committee and was inquiring about the fee charged to the school by the home office. Chief Executive Officer, Paul Escala stated the monthly financials are presented to the board and the public every month. Paul shared he will attend the next LCAP meeting to brief parents on the functions of the home office budget.

LEADERSHIP REPORT

Paul Escala, Chief Executive Officer, shared the latest legislative update, which could affect new and existing charter schools.

Casey Yeazel, Chief Academic Officer, shared Zulema Ela, is the new Vice President of Academics at GA Arvin. Zulema has been with GA Arvin since its inception.

Mike Romero, Director of Human Resources shared both schools are fully staffed. The HR team is currently reaching out to candidates for next school year and meeting high caliber candidates at recruitment events.

Dr. Monica Jara Guerra, Director of College and Alumni Initiatives is following up on addresses for alumni students. Monica is working with the Kern High School District to gather information on the ninth and tenth grade cohorts. Gathering baseline data for ninth and tenth graders who attended GA Arvin. Working with Arvin High School counselors to better assist alumni to support them in their coursework. Ernie asked if we can intervene early enough instead of being notified after the students are failing. Manny asked why students were behind on credits? Monica said students need constant follow-up to make sure all classwork is complete and turned in on time.

PRINCIPAL'S REPORT-Grimmway Academy Arvin

Zulema Ela, Vice President of Academics, filled in for Principal, Cole Sampson. Zulema shared staff is reviewing assessment data for students to help teachers focus on areas of improvement. The seventh and eighth grade basketball teams did well this season. Currently looking for a credentialed history teacher.

PRINCIPAL'S REPORT-Grimmway Academy Shafter

Principal, Joanna Kendrick shared GA Shafter is holding LCAP meetings with stakeholders. Hiring for sixth grade through internal candidates.

ARVIN AND SHAFTER PARENT REPORT

Joanna shared the following events are coming up for Shafter: Father/daughter and mother/son events and butterflies in the garden.

GRIMMWAY SCHOOLS STAFF REPORT - NA

FISCAL REPORT

Cindy Franz from EdTec (back-office provider) shared the January 2019 financial update. Cash remains strong going into new fiscal year. Budget development process has begun and will be brought to the board in June 2019.

For GA Arvin, Cindy shared the forecasted net income is currently \$561,000, a \$45,000 increase from the previous forecast. ADA is currently forecasted at 756.48.

For GA Shafter, the forecasted net income is currently \$136,000, a \$29,000 increase from the previous forecast. ADA is currently forecasted at 506.88.

For the home office, the forecasted net income is currently \$47,000, a \$21,000 increase from the previous forecast.

49% of revenues have been received to-date, while 55% of expenses have been spent to-date.

STRATEGIC GROWTH INITIATIVE AND FINANCIAL DIAGNOSTIC PRESENTATION

With support from Charter School Growth Fund, Grimmway Schools partnered with the Bellwether Institute, a national education consultancy to develop a five-year growth plan. Paul shared organization-wide priorities, plans and intended outcomes for the next five years.

Paul also shared a financial diagnostic study which was piloted through Afton Partners. Afton conducted interviews with board members, school and home office staff and reviewed financials for assessment and recommendations. The study is help Grimmway

Schools evaluate and improve their policies, practices, organizational structure, and resources to ensure they are positioned for financial sustainability.

III. ACTION ITEMS

A. FISCAL

1. The Directors were presented with the Purchase Orders and Warrants for the month of January 2019 that were considered, and discussed. On a motion duly made by Ernie Unruh, seconded by, Matt Look, and carried, the Board approved the January 2019 purchase orders and warrants.

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

2. The Directors were presented with the of Approval of the Kern County Consortium SELPA’s Local Plan for 2019-2020 School Year that were considered, and discussed. On a motion duly made by Manuel Pantoja, seconded by Matt Look, and carried, the Board approved Kern County Consortium SELPA’s Local Plan for 2019-2020 School Year.

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

3. The Directors were presented with the Approval of School Safety Plan for GA Arvin that were considered, and discussed. On a motion duly made by Ernie Unruh, seconded by Manuel Pantoja, and carried, the Board approved the School Safety Plan for GA Arvin.

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

4. The Directors were presented with the Approval of School Safety Plan for GA Shafter that were considered, and discussed. On a motion duly made by Matt Look, seconded by Ernie Unruh, and carried, the Board approved the School Safety Plan for GA Shafter.

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

5. The Directors were presented with the Approval of Grimmway Schools 403b Audit Renewal for 2018-2019 School Year that were considered, and discussed. On a motion duly made by Manuel Pantoja, seconded by Matt Look, and carried, the Board approved the Grimmway Schools 403b Audit Renewal for 2018-2019 School Year.

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

6. The Directors were presented with the Approval of Grimmway Schools Audit Renewal for 2018-2019 and 2019-2020 School Year that were considered, and discussed. On a motion duly made by Matt Look, seconded by Manuel Pantoja, and carried, the Board approved the Grimmway Schools Audit Renewal for 2018-2019 and 2019-2020 School Year.

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

On a motion the board adjourned at 5:03 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 March 4, 2019.

Secretary