

GFA Board Meeting Minutes

Date: October 13, 2014 (Monday) 6:30

Location: GFA

Attendees: Andrew Hedrick, Peggy Downs, Brent Petersen, Steve Hepburn, Michelle Arnold, Tom Koehler, Loren Pankratz

Guest: Jared Van Orden, Cheryl Berger, Wendy Jensen, Lisa Pockrus

Taking Minutes: Natalie Trumbo

Prayer: At 6:37 Tom Koehler opened the meeting with a prayer.

Approval of Minutes: Loren Pankratz motioned to approve the minutes from last month. Michelle Arnold seconded the motion. All were in favor. Motion passed.

Open Forum/Updates: Steve Hepburn thanked the PTO and all who helped with the fall festival. Andrew Hedrick reviewed the procedures and format for the board meetings.

PTO Update: Cheryl Berger gave an update about the fall festival. They brought in \$2,368.03. Berger turned in the numbers to the Board. PTO will have a post meeting and a percentage of the money raised will be donated to the technology fund. Berger went over yearbook prices and order deadlines. Teacher appreciation will be a luncheon on October 23rd and will be entirely funded by donation. More volunteers are needed. Thanks to the UMA Cadets for volunteering for the Fall Festival. The next spirit night will be October 20th -23rd at the Pizza Pie Café at both the Clinton and North Ogden locations. The next PTO meeting is October 28th. Berger submitted the meeting minutes.

Business Administration

- **Budget/Red Apple:** Jared Van Orden went over GFA's finances with the Board. GFA is coming in a bit low on budget projections. Cuts were discussed during the finance meeting. Jared will wait until after the closing date and meet with the finance committee to discuss cuts during November and December. When the money from the refinance comes in, then it can be earmarked for where it will go throughout the budget. January and February will bring a lot of changes and the board will approve a new budget. Operating margin is currently at 3.7%. With the money coming in from the refinance, the board does not have to worry about the operating margin. Debt service coverage is at 1.23%, Days Cash on Hand is 103 days, and the building lease is at 16%. Enrollment is at 483.
- **Loan S&P:** Andrew Hedrick gave the board the update for Clint. October 17th is the Financial Authority meeting at the State Capitol with the State

Treasurer. Tom Koehler and Brent Petersen will attend. If the state approves GFA on the 17th of October, then GFA can close on November 20th. GFA will lock in their rate by the 27th. Clint will send a more detailed email to the board later in the week after the meeting at the State Capitol.

- School LAND Trust (training and review): Peggy Downs sent out an email to the board containing a summary of how the money was spent last year. The information has been updated on the website. Training of the board was discussed. This year it will be spent on technology and in February the board will determine how it will be spent next year.
- Property Insurance VOTE (decision to increase contents coverage to .5 or 1 mil): Peggy Downs discussed the option of raising the property insurance coverage. Steve Hepburn motioned to raise coverage to 1 million. Tom Koehler seconded the motion. All were in favor. Motion carried.
- UCA VOTE (discuss and approve funding application): Peggy Downs discussed the state requirement of GFA to set goals and how they will work to achieve them. Improving achievement in math and reading, improving school culture, and teacher quality are the current goals Peggy Downs has set for GFA. Loren Pankratz motioned to approve the UCA funding application. Tom Koehler seconded. All were in favor. Motion carried.
- Grants Michelle: Michelle Arnold is applying for two grants for musical instruments. She is also applying for a \$2500 grant for classroom supplies from Farmers Insurance Company. Peggy Downs informed the board of teachers who have applied for mini grants through Donor Choose. Michelle Arnold will contact the Daniels Foundation. Michelle Arnold explained the Daniels Foundation guidelines and requirements. It was suggested that the aim would be projectors for the classrooms for that grant.

Enrollment

- Lottery: There will be no lottery this meeting.
- Current: Peggy Downs discussed current enrollment. She also discussed the demographics of the student body. Wendy Jensen discussed the results of a survey given to the parents who applied for GFA; asking them how they heard about GFA, their main reason for choosing GFA and how many miles they travel to attend GFA.
- Additions/Losses-Reasons: There have been a couple of students who dropped out in favor of homeschool. Others left due to being accepted to other charter schools.

Policy/Strategic

- Marketing/Awareness Steve Hepburn: Steve Hepburn gave an update about the marketing and awareness plan. Hepburn motioned to move to join the Ogden Weber Chamber of Commerce. Tom Koehler seconded the motion. All were in favor. Motioned carried. Wendy Jensen gave an update on the marketing project that her husband is carrying out with GFA.

- Assessment Policy (opt out): Peggy Downs gave an explanation on what the Opt-Out option is. A parent has the option to opt out of SAGE testing for Common Core. Michelle Arnold motioned to accept the Opt-Out policy. Steve Hepburn seconded. All were in favor. Motion carried.

School Environment

- Custodian: Mike Hendersen emailed Jamie Walker and Andrew Hedrick to see how best they could help GFA with a custodian. Mike proposed sending an employee of his to the school during the day at GFA's schedule. It would increase how much they will be paid per hour. Peggy Downs raised a concern about making sure that the duties and chain of command were clear to the custodian if the board decides to go with this option. Andrew Hedrick will collect further information and do research to better help the board make a decision. Michelle Arnold offered to make a comparison of the numbers.
- BOD Walk-Thru Charity: Charity Smith is not at the meeting to discuss the BOD walk-thru.

Board Annual Calendar

- Schoolwide Assessment and Enrollment Update: NWEA, there were some challenges getting all the testing done. The discussion will be tabled until the testing is done and the information gathered. DIBELS test has been done and the data collected and discussed. SAGE data came out today, but cannot be discussed at this time.

Events

- Christmas Party: Options for the Board Christmas party were discussed. They will be emailed to the teachers to see what their preferences are and who would be able to attend. The Christmas party is scheduled for December 11th.

Administrative Update

- Director: Peggy Downs gave an update of the teacher committees. Brent Petersen is head of the School-wide Behavior Plan, Amy the librarian is the head of the Literary Committee, and Peggy Downs is running the Curriculum Review Committee. Lunch program was explained and discussed. Peggy Downs gave an update on the special Ed complaint. The banner has been ordered and should be received soon.
- Dean of Students: The playground should be installed by the end of October. Some of the staff at GFA have now been certified in MANDT. The attendance numbers have stabilized. 97% of the letters that have been sent home are due to excessive tardiness. Brent Petersen went over the new standards for achieving a YOU ROCK card. There is now a volunteerism board posted. Andrew Hedrick brought up a concern about the drop off and pick up with parents dropping students off for UMA across the street and making a U-turn. Options were discussed and Brent Petersen said he would address it.

Other

- BOD New member update: Steve Hepburn and Tom Koehler had nothing to report this meeting and have set a goal to have a name next month.
- Committee list update: To be tabled for another meeting.

Loren Pankratz motioned to close the meeting. Michelle Arnold seconded the motion. All were in favor. Motion passed.

Steve Hepburn motioned to go into closed session. Loren Pankrat seconded the motion. All were in favor. Motion passed.

Closed Session