

## **GFA Board Meeting Minutes**

**Date:** January 12, 2015

**Location:** GFA

**Attendees:** Andrew Hedrick, Peggy Downs, Brent Petersen, Steve Hepburn, Michelle Arnold, Jamie Walker, Loren Pankratz, Tom Koehler, Charity Smith (conference call)

**Guests:** Jared Van Orden, Cheryl Berger, Lisa Arbogast, Lora Buss

**Taking Minutes:** Natalie Trumbo

**Prayer:** At 6:36 Loren Pankratz opened the meeting with a prayer.

**Approval of Minutes:** Loren Pankratz motioned to approve the minutes from November's meeting. Michelle Arnold seconded the motion. All were in favor. Motion carried.

**PTO Update:** Over 1,300 items were donated to the Open Hands through the Food Drive. PTO is looking into doing the next Food Drive with The Christmas Box House. The Coat Drive was successful and all the leftover Lost and Found items were included. The updated technology calendar is now at \$2,012. Teacher luncheon is Thursday January 15<sup>th</sup> from 10:15-1:00. The Teacher Wish List Tree went well and will be left up for the remainder of the month. The Spirit Night with Pizza Pie Café raised almost \$300 and fundraising with Arby's raised \$254. Zupas is scheduled for the end of January. February's Spirit Night will be Zaxby's. Johnny's Dairy fundraiser brought in \$50. Movie night will be Little Nemo on January 23<sup>rd</sup> at 6:00 pm. Hot Chocolate and popcorn will be sold and the money will go to the technology fund. The walk-a-thon will be April 25<sup>th</sup> and other details are still in the works. A flyer will be handed out next week on the yearbook deadline.

### **Board Special Education Training**

#### **Business Administration**

- **Budget/Red Apple:** Jared gave the update on the finances. Thanks to the lunch program the local revenue is looking good. The operating margin is at 3.1% but had the goal of 4.0%. The day's cash on hand is looking good and enrollment is looking stable. Of concern is increased cost of health insurance. The 401(k) switches have happened.
- **Grants Michelle:** Michelle talked to Andrea Nielson from the Daniels Fund and was informed that their Utah funding will be going to very specific organizations and is no longer an open pool. Michelle will write a paragraph and submit it.
- **Technology Fundraising Update:** Steve Hepburn has not gotten much headway with the Chamber. Steve would like Brent to come with him to the next meeting of Business After Hours. It was discussed that the companies and individuals who donate to the school receive a tax write-off and a thank you letter.

## **Enrollment**

- **Current:** Currently there are 461 seats filled out of 504. The lottery will be run in February.
- **Additions/Losses:** There are currently 91 applications for the next lottery. Applications are coming in daily. There have been 7 students unenroll since the last board meeting.

## **Policy/Strategic**

- **Marketing/Awareness Steve Hepburn:** Was covered in the Technology Fundraising update.
- **Communities that Care:** Steve has not been able to make it to a meeting.
- **UMA/GFA Matriculation Agreement:** Will be discussed during the closed session.
- **Continuum of Services Plan:** Peggy Downs emailed the plan out to the board, Lisa, and the State. Will be further discussed during closed session.

## **School Environment**

- **Custodian:** Mike Henderson offered to become GFA's full-time custodian. Andrew will email Mike and discuss his offer in more detail. Determination to be made at the next board meeting.
- **BOD Walk-Thru Charity:** Brent Petersen put together a form for the Board walk-thru assessment for better tracking and assessing. Michelle Arnold will be performing the BOD walk-thru for January, Loren Pankratz in February, Tom Koehler in March, Steve Hepburn in April, and Andrew Hedrick in May.

## **Board Annual Calendar**

- **School Culture Report:** Brent Petersen emailed the report out to the board for the members to review. Specialized groups are up in every single group including Gifted and Talented Education. The enrollment has been growing steadily through the years. There has been a slight decline in attendance this year, but nothing to be concerned about.

## **Events**

- **January 16-Core Knowledge Art Fest:** Will be taking place as an Open House from 8:30 am to 1:00 pm.
- **January 23-PTO Movie Night:** Was discussed during the PTO update.

## **Administrative Update**

- **Director:** The teacher evaluations will begin at the end of the month. Brent received excellent marks in his Dean of Students mid-year evaluation. The Director's mid-year evaluation will also be taking place. The 401(k) changes have taken place this month. Peggy and Brent met with Ernie about the remodeling of the school. A visitor from California who is interested in Core Knowledge schools will be visiting the school on January 15<sup>th</sup> and 16<sup>th</sup>.
- **Dean of Students:** Was covered in the School Culture Report.

## **Other**

- **BOD New Member Update:** Lora Buss is interested in becoming a board member. Steve Hepburn and Tom Koehler will interview her and get her started on reading the material.
- **Committee List Update:** Andrew Hedrick will email out the updated list to the board.

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

Steve Hepburn motioned to go into closed session to discuss the matriculation agreement and any questions about the special education training. Tom Koehler seconded the motion. All were in favor. Motion carried.

## **Closed Session**