

GFA Board Meeting

Date: August 8, 2016; 6:30

Location: GFA

Attendees: Michelle Arnold, Steve Hepburn, Brent Petersen, Tom Koehler, Brittany Bekins, Loren Pankratz, Aimee Hall, Jamie Walker

Absent: Andrew Hedrick

Guests: Matt Lovell, Carey Ansoy

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 June's meeting. Steve Hepburn seconded the motion. All were in favor. Motion passed.

Open Forum/Updates

BOD Elections: Tom Koehler motioned to approve Michelle Arnold as President of the Board, Loren Pankratz as Vice President, and Brittany Bekins as Treasurer.

Loren Pankratz seconded the motion. All were in favor. Motion passed.

Volunteer Coordinating Committee: Over the summer Brent Petersen got together with Brittany Bekins and Melissa. They decided to have Amy Davis and Kristen to be part of the parent leadership. They would like to send a message to the GFA parents to inform them that all parents are encouraged to volunteer 30 hours. The parents will also be given a list of opportunities for volunteering. The volunteer menu will be handed out with the disclosures. Brent Petersen, Brittany Bekins, and Melissa will be putting on the Ice Cream Social. This committee will be replacing the PTO.

Business Administration

- **Budget/Red Apple/Treasurer Report:** Not a lot happened in the month of July to report. There's not a lot of income in July for Local Revenue. More will come in during the next couple months. We are right on track for State funds except for School Land Trust. There was a mix up at the State level and those funds will be in next month. Federal funds will not come in until January. We are currently well under budget for expenditures, but it will pick up more once school starts. Operating Margin is at 4.5%, Debt Service Coverage is 1.35, Days Cash on Hand is 118, and Building % is 12.7%. The budget forecast matches the approved budget that the board approved during last meeting. GFA's audit will take place sometime during next week. The audit report will be available sometime during October.
- **Grants Michelle:** Nothing to report.

Administrative Update

- **Director Report:** Brent Petersen emailed the report to the board earlier in the week. Tim Dunn is looking into sound systems for the school and collecting research and bids. The Open House and Ice Cream Social will be taking place on August 11th from 3-6pm. The First day of school is August 15th and will be an early out with Back to School Night being on the 17th from 6:30-7:30pm. The Beginning of the Year Assembly will be August 19th from 10-10:45am. GFA is still looking for a librarian.

- **Before and Extended Care:** The Before and Extended Care is changing. The State changed the law regarding childcare services. Naomi Ansoy, who is a licensed daycare worker, will be leasing the GFA building to run an after-school care program. The Board will need to discuss the current lease agreement policy. Loren Pankratz motioned to start at \$600 a month for the after care program and prorated the months that it isn't used all month and renegotiate after 90 days. Michelle Arnold seconded the motion. All were in favor. Motion passed.
- **K-2 NWEA Testing Data:** All three grades show improvement in both reading and math. There was also improvement growth from Fall to Spring.
- **3-6 SAGE Data:** Aimee Hall went over the data results collected from the SAGE and DIBLES test. 3rd grade went down, 4th grade went up, 5th grade about even, and 6th grade went down (ELA). (MATH) 3rd grade went down, 4th grade went up, 5th grade went down, and 6th grade went down. (SCIENCE) 4th went up, 5th went down, 6th was even. For the Fall to Spring results all grades went up from Fall to Spring from ELA, Math, and Science.
- **DIBLES Data:** Was included in the SAGE data results. All were higher than the results from the SAGE.
- **Tier 2 Data:** Aimee Hall went over the data results from the September assessments and the May results. Brent Petersen and Aimee Hall are pretty happy with the results, but would like to see further improvements.
- **Parent handbook:** Brent Petersen went over the parent handbook with the Board and the changes that have been made. Michelle Arnold motioned to approve the Parent handbook with changes that Brent Petersen made. Steve Hepburn seconded the motion. All were in favor. Motion passed.
- **Employee handbook:** Brent Petersen went over the Employee handbook with the Board and changes that have been made. Michelle Arnold motioned to approve the handbook with the changes that Brent Petersen made. Steve Hepburn seconded the motion. All were in favor. Motion passed.
- **Emergency Plan:** Brent Petersen went over the changes made to the plan. Michelle Arnold motioned to approve the emergency plan with changes made. Steve Hepburn seconded the motion. All were in favor. Motion passed.

Enrollment

- **Current:** All grades are doing great, but 3rd grade is still overfilled. GFA held onto a lot of older students in 5th and 6th grade. There are currently 524 seats available with 536 filled. There are currently 64 on the wait list.
- **Additions/Loses Reasons:** There are 28 students that are not returning next year.
- **Lottery:** No need to run the lottery.

Policy/Strategic

- **Marketing Awareness/Tech Fund-Steve:** Nothing to report this month.
- **Wellness Policy:** Brent Petersen emailed the policy to the board earlier. He went over the policy with the Board. Will be discussed further and voted on at a later meeting.

- **Late and Missing Work Policy:** Brent Petersen went over the Late and Missing Work Policy with the Board. Will be voted on at a later meeting.

School Environment

- **Board member, set walkthrough list:** Michelle Arnold will compile a list and send out an email at the beginning of each month.

Board Annual Calendar

- **Fundraising-2015/16 success 2017 goals:** Last year was great for fundraising. The board compiled a wish list for the upcoming year's fundraising. Science lab, gym beautification (PE enhancement), and technology-tablets for students were on the wish list. The Board voted and decided the fundraising goal will be \$15,000 for tablets.
- **Committees for 2016-17:** Michelle Arnold emailed out the list of committees, their functions and who was assigned them to the board. She went over changes and procedure going forward with the board.

Events

- **Ice Cream Social**
 - **August 11, 3-6pm:** The volunteer committee will be running the Ice Cream Social during the Open House. Board members are encouraged to attend.

Other

- **BOD New Member Update:** Steve Hepburn has two possible members reading books. Brittany Bekins also has someone who might also be interested. Carey Ansoy has read the books and wrote a synopsis and will email it to Tom.

Tom Koehler motioned to close the open session of the meeting. Steve Hepburn seconded the motion. All were in favor. Motion passed.

Closed Session: The Board will consider a motion to close the meeting to hold a strategy session to discuss pending or reasonably imminent litigation, and/or to discuss the purchase, exchange, or lease of real property, and/or the character, professional competence, or physical or mental health of an individual in conformance with § 524204 and 524205 et. seq., Utah Code Ann.