

GFA Board Meeting

Date: October 10, 2016; 6:30

Location: GFA

Attendees: Michelle Arnold, Brent Petersen, Loren Pankratz, Steve Hepburn, Aimee Hall

Absent: Tom Kohler, Brittany Bekins

Guests: Matt Lovell, Joe Keddington

Taking Minutes: Natalie Trumbo

Prayer: At 6:35 Loren Pankratz opened the meeting with a prayer.

Approval of Minutes: Michelle Arnold motioned to approve the minutes from last month's meeting. Steve Hepburn seconded the motion. All were in favor. Motion passed.

Open Forum/ Updates

Volunteer Coordination Committee: Fall Festival went well and brought in \$3,156.44. The Leadership Committee has been going really well and getting people involved. 86 volunteer spots were filled and there were a lot of donations. It ended up being a really fun event and good for building a strong community. Brittany Bekins has been working on donations for the teacher lunch that is coming in November. The school store is open every Friday with the new spirit shirts coming soon and the box tops are getting organized as well. There are three recess volunteers now that have been trained and have been doing very well. Good job to the cleanup crew.

Business Administration

- **Budget/Red Apple/Treasurer Report (schedule audit report?):** The budget is based on 488 students enrolled. Operating margin is now at 3.2% with days cash on hand decreasing to 115 with the debt service coverage at 1.25 and building %12.7. Matt Lovell went over some changes to the detailed budget.
- **Bond Status:** Matt Lovell went over the bond status with the board. GFA is at a point where they need to decide whether they want to engage a financial advisor and look into renewing their bond at a lower percentage rate. Matt Lovell went over the process involved with acquiring a financial advisor. Brent Petersen went over the options that were presented to him during the meeting he attended regarding the bond. Loren Pankratz motioned to approve engaging a financial advisor to look into getting the financial forecast of the bond. Steve Hepburn motioned to second the motion. All were in favor. Motion passed.

Administrative Update

- **STAR 360 Academic Benchmarks 2016/17:** Aimee Hall went over the data collected from using STAR 360 and details about the program in general as well.
- **Technology Policies:** Aimee Hall and Joe Keddington have been working hard toward acquiring a technology grant program for the school. The application has been sent in for an initial review. Joe Keddington went over

the technology policies that he and Aimee Hall worked up to go along with the grant. These policies will be voted on through email at a later time before the due date of the final application.

- **Director report:** Brent Petersen emailed his report to the board earlier this week. He discussed questions and problems the board had. Jamie Walker updated the Facebook page with a link to Great-Schools site, the school-rating page, and got an overall positive response. The responses bump the community rating of the school from a 4.5 to a 5 star rating with positive comments about the school. Volunteerism is up 400 hours. Brent Petersen went over the changes and vision to the intervention program. With the recent storm the drainage system has been damaged and needs to be improved and repaired. That process is already under way.
- **Teacher days off allotment (vote):** Brent Petersen went over the allotment for teacher days off with the board. Michelle Arnold motion to approve the changes to the allotment and grandfather in the previous employees. Loren Pankratz seconded the motion. All were in favor. Motion passed.

Enrollment

- **Current:** There are currently 488 students enrolled.
- **Additions/Loses Reasons:** 2 moved out of state. 2 moved to a school closer to their homes. 1 left over feelings about a teacher.

Policy/Strategic

- **Late and Missing Work Policy (vote):** Michelle Arnold went over the Policy and changes that have been made with the board. Loren Pankratz motioned to approve the Late and Missing Work Policy with the changes proposed. Michelle Arnold seconded the motion. All were favor. Motion passed.
- **Criminal Background Check and Personal Reporting of Arrest Policy (vote):** Michelle Arnold went over the policy and the reason for the policy with the board. Loren Pankratz motioned to approve the Criminal Background Check and Personal Reporting of Arrest Policy with the changes proposed. Steve Hepburn seconded the motion. All were in favor. Motion passed.
- **Wellness Policy (Update):** Brent Petersen went over the Wellness Policy with the board. Changes were suggested. This will be voted on by the board at a later meeting.
- **Reading and Literacy (for next month):** This policy will be discussed, drafted and voted on at a later meeting. It was proposed to have the literacy committee be in charge of the reading and literacy policy and to help draft a policy. Michelle volunteered to be a board representative at their next meeting to help with the drafting of the policy.
- **5-year strategic plan:** Brent Petersen went over his plan for the next 5 years with the goals that are being set for the school. He would like to have a committee to help with a strategic plan for the goals that have been set. Steve Hepburn, Michelle Arnold, and Loren Pankratz volunteer to be part of the committee.

School Environment

- **Board Member walkthrough-Michelle/Steve:** Steve Hepburn performed his walkthrough last month and went over his findings with the board.

Board Agenda

- **UCA Needs Assessment:** Brent Petersen went over the needs assessment with the board. He just needs the board to review and approve the goals so he may proceed. Michelle Arnold motioned to approve the Needs Assessment goals. Loren Pankratz seconded. All were in favor. Motion passed.
- **UCA Reading Achievement:** Brent Petersen went over the reading achievement program. He needs the board to review and approve the goals and program proposed so he may proceed. Loren Pankratz motioned to approve the UCA Reading Achievement plan. Michelle Arnold seconded the motion. All were in favor. Motion passed.

Events

- **Parent-Teacher Conferences week of 10/31:** Parent-teacher conferences will run from October 31st – November 4th.
- **Christmas Party:** Friday December 16th at 6:30. Steve Hepburn will be emailing the board with more details at a later date.

Other

- **New Board Member Update:** No update at this time.

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

Closed Session

CLOSED/EXECUTIVE 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.