



Good Foundations Academy

Board of Directors Meeting

August 20, 2018, 6:40 PM

Attendees: Michelle Arnold, Steve Hepburn, Brittany Bekins, Tom Koehler, Tim Dunn, Dave Dau

Board Member Candidates: Jamie Walker

Guests: Kristi Knowles

Prayer by: Tom Koehler

Minutes by: Kathy Richins

Approval of Minutes

Michelle Arnold motioned to approve the June 2018 minutes. Brittany Bekins seconded the motion. Steve Hepburn abstained. All voted in favor. Motion passed.

Open Forum/Updates

None

Board Positions for 2018-19 – Michelle asked for any changes to Board positions for next year. Tom would like the Charter to be checked to see if Board positions need to be reconsidered each year. Michelle will send out an electronic copy of the Charter for all members to read, and revisit this item in September.

Current Board positions are: President – Michelle Arnold; Vice President – Steve Hepburn; Treasurer – Brittany Bekins; Secretary – Kathy Richins. Tim motioned to leave positions as is. Brittany seconded the motion. All voted in favor. Motion passed.

Michelle will send out the list of committees for review before the next meeting for board members to decide what committee they would like to join.

Business Administration

Red Apple prepared the July 31, 2018 Financial Summary. Dave noted that corrections need to be made to the budget report. Dave will get with Matt to correct the financial summary before it is posted on the GFA web site.

Red Apple is being replaced with Charter Solutions. An employee of Charter Solutions will be at the school 20 hours a week to handle accounts payable, payroll, and direct questions that Administration will have. Steve made the motion to accept the Charter Solutions contract. Michelle seconded the motion. All voted in favor. Motion passed.

Administrative Update – Executive Director’s Report

- Upcoming Events were reviewed for August, September and the first week of October. Events are listed on the GFA web site.
- Enrollment – current year: Enrollment on the first day of school was 495. After correcting for “no-shows” the enrollment is currently at 492. Dave presented a graph of the Average Daily Membership for last year.
- Academic Report: All returning students, and all incoming students, have been tested to start this year. This has been a difficult but valuable process.

Michelle suggested that when assessments are being done, that the parents get an introduction of who GFA is and what GFA stands for, and to let students and families know GFA is interested in academics.

- Human Resources Report: The following teachers were hired:
Grade 1 – Keely Harper; Grade 5 – Martha Ewer; Grade 5 – Amber Green; Grade 5 – Adrienne Segó; and SPED – Chelsea Kiesel.

In addition, Kira Ogden was hired to assist Jana Adams in the front office. Veronica Wilson was hired as the new lunch manager. We are currently fully staffed.

Going into next year Dave would like to offer a summer pre-kindergarten program and extended day kindergarten.

- Testing data update – End of the State results will be here in early October.

Policy/Strategic

- Bullying, Cyber Bullying, Hazing, and Harassment Policy. The changes are State mandated and added to the GFA policy. Michelle made the motion to accept the policy with Dave's changes. Brittany seconded the motion. All voted in favor. Motion passed.
- Employee Manual. Dave changed the policy to reflect the titles currently used at GFA; Academic Director and Character Director, adjusted how many class room teachers we have now, and adjusted the resource teachers. Three positions were combined into two. Michelle noted some bullets on the Academic and Character Director list were the same. Dave will remove one of the bullets in each list. Grammatical errors in one bullet will be corrected. Dave changed the work schedule time adjusted to 8:15-4:45 for art, music, PE, and library. Dave will redo the table of contents. Michelle made the motion to accept the changes as amended. Steve seconded the motion. All voted in favor. Motion passed.
- Fundraising goals for 2018-19: APEX Run moved to the Fall instead of the Spring. Dave will give notice to parents so they know it has been moved. Playground improvements need to be visible to show where the money has been spent. Dave would like to make more funding available and have parents and teachers contribute on what they would like to see for playground improvement. Dave will get a committee in place. Steve will explore corporate funding.

School Environment

Board Member 2018 walk through schedule: August – Tim; September – Tom; October – Steve; November – Michelle;
December – Brittany

Christmas Party: Steve would like to solidify a date and place for the GFA Christmas party. Dave will bring it up to the teachers this Friday so a date can be set. The Timbermine was a good choice last year and recommended again for this year's party.

BOD New Member Update

The meeting was closed and then reopened to vote Jamie Walker into the Board. Michelle made the motion to accept Jamie as a new Board member. Steve seconded the motion. All voted in favor. Motion passed.

Open Meeting ended at 8:35pm and 9:18pm.

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.*

Tim Dunn motioned to close the open portion of the meeting and go into closed session. Michelle Arnold seconded the motion. Each individual voted in favor. Motion passed.

Next Meeting: Monday, September 17, 2018, 6:30 PM at Good Foundations Academy.