



Good Foundations Academy

Board of Directors Meeting

January 13, 2020

6:30 PM

Attendees

Board: Michelle Arnold, Steve Hepburn, Brittany Bekins-excused, Tom Koehler, Tim Dunn, Jamie Walker

GFA Executive Director: Dave Dau

Charter Solutions: Rich Eccles, Jen Martin

Guests: Anna Long, Christy Knowles

Board Candidate: Jed Daily

Prayer by: Tom Koehler

Minutes by: Kathy Richins

Approval of Minutes

Michelle made a motion to accept the November minutes. Tim seconded the motion. Brittany abstained due to being absent at the last meeting. All voted in favor. Motion passed.

Open Forum/Updates

Michelle asked for an update on shifting from private insurance to risk management. Jen has an application to fill out. She will keep the board updated.

Tom asked the board to consider putting pickle ball lines in the gym for the community to use at no cost. The Board asked if it would be used all year, or just in the winter months. The Board asked Tom to consider all the costs to the school and come back with the details for the Board to make a decision in February.

Business Administration

The finance committee is waiting for a few more revenues and then the Board will vote on the budget amendments in February.

- **Charter Solutions - Budget/Treasurer Report** – Jen Martin from Charter Solutions presented the Finance and Accounting Report, ending 12/31/2019.
 - Summary: At the end of December, 50% of the year has expired. Good Foundations had \$1,360,042 in operating cash. The state updated revenue numbers. The forecast budget column has the final state numbers.
 - Reporting: Audited financial statements were submitted to the state auditor. Some grant applications were submitted.
 - Balance Sheet: 134 days of cash on hand
 - Income Statement: Fundraiser check received in January, approximately \$20,000. Application for Gifted and Talented is due 1/15/2020. Salaries are trending a little high. Benefits are under budget. Professional development line is high. Repair and maintenance budget is at 90%.

Lease budget is at 97%. Computer lease is done. Transportation line needs a budget. Supply lines overall are trending high. Fundraising supply budget is needed. Dues and fees are paid in the beginning of the year. Principal and interest paid in November. Total expense is at 54.99%.

- Portable Update – the contractor is working through the permit process. He is almost finished with negotiations with the City, and is now working with the State Fire Marshall and the Utah State Board of Education. All the engineering plans have been submitted and waiting for answers/approvals.
- 401K Budget – missed contribution that we have to pay. Jen is waiting on the total amount and she will follow up with them.

Policies/Strategic

- Employee Handbook Update – the policy committee is going through and updating the employee manual. A section of the manual is about employee benefits. Last fall the board voted to adopt short- and long-term disability. As of January 1 both short- and long-term disability is paid for by the school for employees. The Policy Committee has discussed how to reconcile what was originally in the employee manual and what it is now. The committee could not come up with a decision and brought the different proposals to the Board for a discussion and vote. Brittany and Tim presented the different proposals to the Board.
 - Brittany made a motion that we revise the 2020/2021 PTO policy to eliminate the clauses of the maternity/paternity, cancer, long term leave, and just include the requirements as mandated by FMLA. The motion was seconded. Two voted yes, two voted no, one abstained. Motion passed.
 - Brittany made a motion that for one year any employee who would need the current benefit that they would be grandfathered in and then it would expire and it wouldn't apply to new hires, as was just voted. The motion was seconded. Three voted yes, two voted no. Motion passed.

The policy committee will send out the revised policy by the end of January to review.

- Parent Handbook Update – Dave has reviewed and made corrections to the parent handbook. Jamie will get the revised handbook and send it to the policy committee for review.

Administrative Update – Executive Director's Report

- Upcoming Events: A list of Events from January 10th through February 28th were presented. Events are posted on the GFA website.
- Enrollment: for January 2020 – Enrollment on November 11, 2019 was 482. Since the last Board meeting, GFA unenrolled 13 students: four students returned to neighborhood schools because of transportation issues; nine students transferred out of state. Since the last Board meeting, GFA has enrolled one new student. This student returned to GFA after parent returned from TDY in another state. The current enrollment as of January 13, 2020 is 470. Enrollment for next year was discussed along with advertising and marketing. Dave suggested the Board form a marketing committee.
- Discipline/Behavior Report: for December 2019 – A total of 32 office major referrals for discipline in December 2019 (19 in 2018). Most referrals were for rough play/aggression at recess or lunch. Most referrals were for Grade 3 or below. Five student suspensions: all out-of-school (0 in 2018). Four suspensions were for aggressive behavior and one suspension was for fighting.

- Attendance Report: Term 2 – SY 2020 – The average attendance for Term 2 was 94.37%
- Academic Report: for December 2019 – Targeted School Improvement List – This is a list that you don't want to be on. GFA was not on the list.

School Environment

Michelle did her walk through in December. Tim is scheduled for January.

New Member Update: Tom will send Jed all the new hire reading.

Steve read the Closed/Executive session statement to close the open portion of the meeting and go into closed session. Michelle seconded the motion. Each individually voted in favor. Motion passed.

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.*

Meeting closed at 8:55pm

Next Meeting: Monday, February 10, 2020, 6:30 PM at Good Foundations Academy