



*Good Foundations Academy*

## ***Board of Directors Meeting***

*January 22, 2018, 6:30 pm*

**Attendees:** Michelle Arnold, Steve Hepburn, Tom Koehler, Dave Dau. Excused: Brittany Bekins

**Board Member Candidates:** Tim Dunn. Excused: Josh Walker

**Red Apple Attendees:** Greg Nelsen, Matt Lovell

**Prayer by:** Tom Koehler

**Minutes by:** Kathy Richins

**Approval of Minutes:** Steve Hepburn motioned to approve the November 2017 minutes. Michelle Arnold seconded the motion. All were in favor. Motion passed.

### **Open Forum / Updates**

- Insurance – Brittany has talked with the insurance company about benefits for the new open enrolment. We are short of the number to bump up to the next group to be insured. The quotes are within 2% of what we have been spending. Changes can only be made at open enrolment. The board will revisit this in April.

### **Board Annual Calendar**

- 2018/2019 school calendar – Christy Knowles, parent and GFA teacher, attended to review the school year calendar. Dave summarized the shifts from last year to this year. First day and last day are the same. By making a few adjustments, Dave has included a few PD days for teachers at the end of each term. Discussion on how to adjust the lunch time; by shortening the lunch time by 5 minutes, having recess before lunch, and making the lunch schedule on Friday the same as the rest of the week. Suggestion to change ½ days before breaks or holidays, they could be full days. Suggestion to start back on the 2<sup>nd</sup> of January instead of the 3<sup>rd</sup>. Suggested that Administration consider not getting any closer to 990 hours and not cutting hours. After discussion the Board decided to approve the calendar as presented. Michelle Arnold made the motion to accept the calendar as presented with the addition of four professional days. Tom Koehler seconded the motion. All in favour. Motion passed.

## Business Administration

- Budget / Red Apple/Treasurer Report – Greg presented the Financial Summary and Budget Report as of December 31, 2017. Financial handouts are posted online on the GFA web page and updated monthly. Administration is doing a great job on expenses.
- Matt Lovell gave a legislative update. The Governor’s budget has a proposed 5.5% increase to the Weighted Pupil Units (WPU) for next year. Local Replacement Fund (LRF) is currently at \$21.80 per student, projected to go up \$22.37 per student.

## Administrative Update – Executive Director Report

- Upcoming Events: A list of upcoming events was presented for January and February. Events are listed on the GFA web site.
- Announcements –
  - Grade Level Benchmark Testing is mostly complete for Benchmark 2. Will be holding Grade Level meetings to review the data over the next 2 weeks.
  - At Risk testing will be conducted once per month.
  - The school is marketing for next year in the following ways:
    - put an advertisement in the Hill AFB brochure for incoming families
    - created and sent out fliers to existing GFA families
    - created and sent out approximately 3,400 fliers to the Hill AFB and Riverdale areas
    - conducted informational parent meetings once weekly starting January 17<sup>th</sup>
  - Conducting the first Parent University starting January 30<sup>th</sup> at 5:30pm.
  - Tier 2 referrals have begun and literacy testing is done in grades K through 6.
  - The Character education program is well under way, complete with posters in each classroom.
- Enrolment – In December and January, total student enrolment decreased from 487 to 481. November enrolment was reported as 490, it was actually 487. In December and January, five students were added, as per agreement before enrollment closed. In December and January, eleven students left GFA, one will re-enroll in February.
- Academic Report -
  - Assessments for Essential Early Literacy Skills have been completed and were administered
  - Assessments for Essential Writing Skills are complete, and have been administered
  - Assessments for Essential Numeracy (Arithmetic) Skills have been identified.
    - Two Math assessments are being administered in January.
    - Other Math skill programs are being developed

Dave presented a lottery number worksheet with ideal class sizes. We will run the first lottery in the February meeting. Dave will hold informational meetings on Wednesday nights from 6:00-7:00pm until February 14<sup>th</sup>.

Feed my Starving Children was a great success as a fund raiser.

### Policy/Strategic

- Discussion on the Pupil Promotion/Retention (PPR) Policy regarding issues with students being retained and families not finding out till later. Administration will make sure that any student being retained, that the families are notified by end of 2<sup>nd</sup> quarter, as our policy states. Administration will look at the emphasis on homework and how it reflects on grades. Changes to the policy were approved in the November 2017 meeting.
- Communications Policy – the title was changed to *Communication and Grievance Escalation Policy*. Tom made the motion to approve the policy with the new title change. Michelle seconded the motion. All were in favour.

### School Environment

Brittany will do a walk through in January.

**Next Meeting:** Monday, February 26, 2018 at 6:30pm at Good Foundations Academy.

***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.*

Tom Koehler motioned to close the open portion of the meeting and go into closed session. Steve Hepburn seconded the motion. Each individual voted in favor. Motion passed.