



Good Foundations Academy

Board of Directors Meeting

February 26, 2018, 6:30 PM

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

Board Member Candidates: Tim Dunn

Red Apple Attendees: Jeremy Brown

Prayer by: Shari Mabbitt

Minutes by: Kathy Richins

Approval of Minutes

Michelle Arnold motioned to approve the January 2018 minutes. Steve Hepburn seconded the motion. All were in favor. Motion passed.

Business Administration

- Budget / Red Apple/Treasurer Report – Jeremy presented the Financial Summary and Budget Report as of January 31, 2018. Financial handouts are posted online on the GFA web page and updated monthly.

Administrative Update – Executive Director Report

- Upcoming Events: A list of upcoming events was presented for the end of February and the month of March. Events are listed on the GFA web site.
- Announcements – The Lottery was held on February 14th. The parents of all accepted students have been notified. Currently at or above the March 1st enrollment goals in every grade except 4th and 5th. Grades 4th and 5th are over-enrolled for the ideal starting class sizes. The school is in good shape for Fall 2018.
 - Michelle researched with the State on having an enrollment exception for military families. As it is written now, it is against the law. Discussion with the local Politician to change this ruling for our charter school was recommended.
- Enrollment – Since the last board meeting, total student enrollment decreased from 481 to 471.
- Academic Report –
 - Tier 2 Benchmark 2 assessments have concluded and been shared with grade level teams.
 - Tier 2 Academic Aids are functioning more reliably now. Working out the bugs in some of the intervention teams and follow-up At-Risk testing.
 - We are seeing some great progress in grade level teams. Fine tuning is in process.
- Human Resources Report -
 - All teachers who worked at GFA last year were given Professional Development Certificates.
 - The Utah State system for tracking professional development has been unreliable or inaccessible for most of this year. It seems to be working now, however, a number of

teachers have complained that their records are incomplete. As a result, we are tracking our PD this year carefully.

- The GFA Administration has lagged behind on doing formal classroom observations. Working to fix this starting this week.
 - Formal Observation and Evaluation Forms were given to the teachers on Friday, February 23rd.
 - Our goal is to be completely done with formal observations by April 1, and formal evaluations by April 15th.
 - If we can finish our Educator Salary Schedule by April 15th, we can start issuing offer letters to the teachers.

Policy/Strategic

- Teacher Incentives – Voting will take place next month. Waiting to see the numbers from the Legislature.
- Enrolment and Lottery Policy – Michelle has read through the policy and there is some updating that needs to be done to make it consistent with the law. The policy committee will work on rewriting and will vote next month.

School Environment

Brittany did a walk through in January. Tom went to Riverdale Elementary and had a tour of the school.

Board Annual Calendar

Charter revision update - Michelle talked with a rep at the Utah State Charter School Board regarding revising the GFA charter. There are three options: 1-leave it the way it is; 2- make only necessary changes; and 3-change to charter contract, short format. Four GFA goals would need to be included in the short format. The Board would like to discuss this at the Board Retreat in April.

Open Forum

Seven GFA staff teachers attended: Shari Mabbitt, Christy Nelson, Kristi Knowles, Zoe McIntosh, Tracy Spangler, Diana Sullivan, Wendy Jensen. Discussion on one or two teachers joining the board as a non-voting member to attend and pass on board information.

Question on Policy – Policies are reviewed every 2-3 years, starting with the oldest ones unless there is a need to visit one. Policy is done by the Board, procedure is done by Administration. Board sets policy that this is what will happen, implementation (procedure) of that is left to the Administration on a day-to-day basis. The policy committee was asked to look at the plagiarism policy.

Question on posting Board agenda – The agenda is given to the GFA front office and posted on the front door on the day of the Board meeting. If teachers would like the agenda received in another way, please contact the front office.

Question on security of the school – Teachers wanted to know if the school is actively working on security measures. There is a lock down drill tomorrow. Discussion on the doors being locked at all times. The Board and Administration will make sure the doors are locked and that deliveries can be made without leaving the door open. Also install new locks for the outside, so they cannot be left unlocked.

New Board Member Update

- Josh Walker declined being a board member
- Michelle Arnold made a motioned to accept Tim Dunn as a new Board member. Steve Hepburn seconded the motion. All were 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.*

Steve Hepburn 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, March 19, 2018 at 6:30 PM at Good Foundations Academy.