



**Good Foundations Academy**

**Board of Directors Meeting – Group Conference Call**

April 13, 2020

6:30 PM

**Attendees**

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

**GFA Executive Director:** Dave Dau

**Charter Solutions:** Rich Eccles, Jen Martin

**Guest:** Lisa Erwin

**Board Candidate:** Jed Daily, excused

**Prayer by:** Tom Koehler

**Minutes by:** Kathy Richins

**Approval of Minutes**

The March Board meeting was cancelled due to State guidelines.

Michelle made a motion to accept the February minutes. Brittany seconded the motion, all voted in favor, motion passed.

**Open Forum/Updates**

None

**Business Administration**

- **Charter Solutions - Budget/Treasurer Report** – Jen Martin from Charter Solutions presented the Finance and Accounting Report, ending 3/31/2020.
  - Summary: At the end of March 75% of the year has expired. Good Foundations had \$1,142,453 in operating cash. Total cash including restricted cash is \$1,990,158.
  - Balance Sheet: 106 days of cash on hand.
  - Income Statement: Local revenue is 98.83% of forecasted budget. Salary lines have been updated, and will be adjusted at the end of the year. Retirement corrections have been made. Purchased professional and technical services. Jen explained why two invoices were expensed in the same month. Utilities are running high. The budget for construction services for the portable was updated. *Purchased Services* is running high. *Supplies* is running high. Total expense is at 78.68%.
  
- Finance Policy addition – Michelle had forwarded an email from Lincoln prior to the Board meeting for all to review and discuss the proposed policy language that can be added to the finance policy during the current public health situation. Having this policy will allow the use of federal funds to continue to pay employees paid with federal funds, even if they work fewer hours than their regular assignment. The Board discussed the guidelines and the policy language to be adopted.

Michelle made a motion to accept the suggested policy language to be added retroactively as of March 13, 2020, as an Emergency Response Payment Policy. Brittany seconded the motion. All voted in favor. Motion passed.

### **Administrative Update – Executive Director’s Report – for March 2020**

- Enrollment: enrollment on February 10, 2020 was 466. Since the last Board meeting, GFA has unenrolled 6 students: four students returned to their local neighborhood schools; one student moved to Vernal, UT; and one student transferred to a special school for autism. Current enrollment, as of April 13, 2020 is 460 students.
- Discipline/Behavior Report: there were no office major referrals for discipline in March.
- Attendance Report: the average attendance for March was not typical due to the closure of classrooms due to the COVID-19 pandemic/State guidance.
- Academic Report: all instruction was moved to a distance learning model because of the pandemic.
- Upcoming Events: unknown.
- Teacher Contracts: will get contracts out with \$0 and revisit later with salary amount.
- Portable Update – Dave reported the process has been very slow. Install date has been pushed to May.

### **School Environment**

No walk throughs due to school closure.

The open April Board meeting-conference call concluded at 7:35pm. No closed/strategy session needed. Steve made the motion to close the meeting, Brittany seconded the motion. All voted in favor. Motion passed.

**Next Meeting:** Monday, May 11, 2020, 6:30pm.