



Board of Directors Meeting

September 18, 2017

6:30pm

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

Board Member Candidates: Tim Dunn and Josh Walker

Red Apple Attendees: Matt Lovell and Greg Nelsen

Prayer by: Tom Koehler

Minutes by: Kathy Richins

Approval of Minutes: Michelle Arnold motioned to approve the August minutes. Brittany Bekins seconded the motion. All were in favor. Motion passed.

Business Administration

Budget/Red Apple/Treasurer Report

Matt requested a few minutes at the beginning of each Board meeting to train the board members on the budget and how the state operates with revenues (expenses, charter accounts) so the members understand what is behind the numbers. The Board will decide when this will start.

- Budget/Red Apple/Treasurer Report: Matt Lovell presented the financial summary, ending August 31, 2017. Budget handouts will be posted online on the GFA web page.

Red Apple/Accounts Payable was tasked to get a list of all company leases to Dave Dau and to the Board.

Finances are due to the Board one week before the Board meeting. If the finances are not available for review at that time, Michelle will call Matt and Greg.

Open Forum/Updates

Morning drop off – Dave Dau will send out an email to parents about the time and procedure of dropping off students. Dave will also ask parents if there is a volunteer to supervise from 7:25 to 7:40am. Options were discussed about early drop off, which Dave will consider.

Lunch fees – Dave will educate parents on the process of the online fees for student lunches, and the option to have one account for each household, to save on service fees. Cash will not be an option.

Administrative Update

Directors Report

Upcoming Events – September and October upcoming events were reviewed. Brittany added the Fall Fest on Oct 7th. Events are listed on the GFA website.

Announcements:

- Dynamic Indicators Basic Early Literacy Skills (DIBELS) testing is complete for most grades. Tier 2 referral meetings will be conducted at grade level meetings starting this week.
- The first fire drill was held last Friday. Everyone evacuated in 3 minutes and 34 seconds.
- New cabinets and counters have been installed in the Library.
- The new office should be completed with the next two weeks.

Enrollment – Dave presented the class size report. Not included was the attrition rate for last year. Our attrition rate from the beginning of the year to the end of the year was 8.4% and the State average is 7.2% for charter schools. A total of 31% of the students are brand new to the school, which includes kindergarten. Exit interviews are being done to gather trending data.

Academic – SAGE and PACE have been released to schools but are sequestered until September 25th. The Board may view the reports, but not in open session.

Land Trust - Dave has a meeting set up with the Land Trust office and will fill out the report from last year.

Dave requested a copy of the October 2016 Board minutes verifying the change in policy of PTO for teachers. The approved minutes are needed to give to Red Apple to update the policy. Brittany will send the October 2016 minutes to Dave.

Policy/Strategic

Communications Policy – The communications policy will be looked at by the policy committee this year. The Board would like to recommend the wording in the policy to state that it would be wise not to make a statement that anyone could mistake it as an official statement of GFA.

Improve Teacher Retention – Michelle would like to put together a committee for teacher retention. The Board, plus Dave will head up the committee. Red Apple was asked to pull information of comparative salaries and what other districts and charter schools are paying. Greg will send the data to Brittany. The committee will function primarily through email, and will report as needed.

School Environment

School Walk Through - Brittany forgot to do her walk through and will reschedule at a later date. Tom is scheduled for September. Michelle will rework the walk through form used by the Board.

Yearbook Pictures: The Board will have their pictures taken on October 5th for the yearbook.

Board Annual Calendar

Charter Revisions – there is an amendment form to fill out and submit for the changes to our Charter. The deadline is April 1st. Michelle has sent an email to Utah State Charter School Board to see if the charter needs to be changed. No answer as of the time of this meeting. Dave will go online to check with the Utah Charter School Board to see if the school address is correct.

Class Size – there is no class size cap in our Charter.

Tom asked the Guardian Committee to consider a presentation by a vendor for parent night regarding carbon monoxide detectors. Tom will forward the information to Brittany and Dave.

Dave had a request from the 401K person that he would like to do a presentation to the Board members. Dave will forward the information about the presentation to Michelle.

Tom asked the Board to consider the GFA building to be used for Feed My Starving Children, for a charity/outreach function. The board was open to the idea. Tom will set up the event.

Other

BOD New Member Update – Two prospective board members were introduced, Tim Dunn and Josh Walker. Tom has given them the books to read.

Next Meeting: Monday, October 16, 2017 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.*

Brittany Bekins 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.