



## **Good Foundations Academy**

### **Board of Directors Meeting**

*(Combined Meeting, In-person at GFA and ZOOM)*

*October 12, 2020*

*6:30 PM*

#### **Attendees**

**Board of Directors:** Michelle Arnold, Steve Hepburn, Tom Koehler, Jed Daily, all present at GFA. Jamie Walker-excused

**GFA Executive Director:** Lisa Erwin at GFA

**GFA Business Manager:** Rich Eccles at GFA

**Guests:** Lincoln Fillmore (Aegis Business Resources), Martha Ewer, Heather Smith, Kristy Knowles present at GFA. Elaine Rasmussen, Wendy Jensen, Becky Eyre, Brooke Tolman, Elaine Rasmussen, Geri Hoffman, Cathy Adair, Veronica Wilson, Mande Thompson (Aegis Business Resources) via ZOOM.

**Prayer by:** Tom Koehler

**Minutes by:** Kathy Richins at GFA

#### **Approval of Minutes**

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

#### **Open Forum/Updates**

Martha Ewer thanked the GFA Board and a special thank you to Lisa Erwin for everything she is doing at GFA.

#### **Business Administration**

- Aegis invoice and agreement – Lincoln was asked to clarify the proposed Business Office Resources Licensing Agreement between Good Foundations Academy and Aegis Business Resources, LLC. Aegis proposes in the new agreement to provide high-level business office support in a more affordable and a better structured way, and to provide back-end tools and expertise to stay on top of State requirements and reports. The Board will discuss accepting/rejecting the agreement in closed session. Michelle will let Aegis know tomorrow regarding the Board's decision.
  
- Finance & Accounting Report – ending September 30, 2020
  - Summary: The first quarter of the school year is complete and school finances are within expectations.
  - Reporting Notes:
    - UPEFS file uploaded
    - FY20 payroll transparency file uploaded to the State
  - Balance Sheet: 118 days of cash on hand.
  - Income Statement:
    - Line 016 – UMA rental of gym
    - Line 132 – Final Charter Solutions payment
    - Line 152 – Both August & September water & sewer

- Line 158 – Final payments to Aspen for portable
- Action Items
  - Annual Conflict of Interest forms were signed by Board members and returned to Rich.

### **Administrative Update – Executive Director’s Report**

- Enrollment –
  - Enrollment on September 14, 2020 was 414.
  - Since the last Board meeting, GFA unenrolled 8 students. One student transferred out of the area, three students moved out of state, two students transferred due to issues with online learning, one student transferred due to transportation issues, and one student transferred to attend local public school.
  - Since the last Board meeting, GFA has enrolled two new students.
  - Our current enrollment, as of October 12, 2020 is 408.
  - Distance learning numbers for 2<sup>nd</sup> quarter is 44.
- Discipline/Behavior Report –
  - A total of 21 office major referrals for discipline in September (30 in 2019). Most referrals were for inappropriate behavior/aggression and language at recess or lunch.
  - Two student suspensions: both out-of-school (2 in 2019). One suspension was for aggressive behavior in a classroom: 1 day. One suspension was for inappropriate physical contact: 1 day.
- Attendance - October 2020 – The average daily attendance in September 2020 was 90.22%. This was due to the windstorm days.
- Academic Report –
  - Due to COVID19 there is no end of year test scores for RISE or DIBLES.
  - mCLASS:DIBELS for the Beginning of the Year (BOY) benchmarks were reviewed. The school is “on watch” for two more years. Will meet with the State 2-3 times per year.
- Events – upcoming events were reviewed.
- School Community Council, Land Trust Update – the previous group has dissolved except for one parent. Four new parents along with Lisa Erwin have formed the new group to oversee the Land Trust funds. The new group has met and Lisa reported last year’s spending.
- Sprinklers – a leak has been found in part of the sprinkler line that runs under the sidewalk by the playground. The water has been turned off. There is also a crack in a fire sprinkler inside the building. A repairman is coming out tomorrow.
- Health Inspection – no portable sink is permitted. Lisa has a plan and the State has funds for health-related issues due to the coronavirus.
- Modified Friday School Day Schedule – teachers approached Lisa regarding being overworked doing class and online learning. Lisa called a leadership focus meeting to talk about options that were brought up as solutions. A vote was taken, more discussion, then another vote was suggested to be sent out with 5 options to all teachers. A total of 25 teachers responded and the majority (76%) voted for Friday Only – release at 12:00 p.m. with no contract hours from 12:20 p.m. to 3:45 p.m.
  - Michelle made a motion to modify the Friday school schedule to have early out be changed to 12:00 p.m. Teachers can fill their contract hours during the week. Steve seconded the motion, all voted in favor, motion passed.

### **Policy/Strategic**

- GFA Computer Use Agreement – students are provided school computers for the purpose of learning or to show evidence of learning. Under paragraph 3. Prohibited Computer Uses, a. Students are strictly prohibited: the following was added: v. To use keystrokes or programming that alters, or interferes with, the purpose for the intended digital or computer-based activity.  
Steve made a motion to accept the amended computer use agreement. Tom seconded the motion, all voted in favor, motion passed.
- Code of Conduct and Appropriate Behavior Policy – the State is changing licensure requirements and a Code of Conduct and Appropriate Behavior Policy is now needed at GFA to maintain appropriate standards of conduct between staff members and students. Lisa drafted a policy and the Board reviewed.  
Michelle made a motion to accept the new policy. Tom seconded the motion, all voted in favor, motion passed.
- Board 2020-21 Subcommittees – The Board has reviewed and approved the subcommittee lists.

### **School Environment**

Board member walk through schedule – cancelled through the rest of the year.

### **Other**

BOD new member update – The Board is looking for more Board members. Steve has a possible candidate.

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

Open Meeting closed at 8:00 p.m.

**Next Meeting** - Monday, November 9, 2020, 6:30 PM at Good Foundations Academy