



**Good Foundations Academy
Board of Directors Meeting
November 27, 2017, 6:30 pm**

Attendees: Michelle Arnold, Steve Hepburn, Brittany Bekins, Tom Koehler, Dave Dau
Board Member Candidates: Timothy Dunn, Joshua Walker
Red Apple Attendees: Greg Nelsen
Prayer by: Tom Koehler
Minutes by: Kathy Richins

Approval of Minutes: Tom Koehler motioned to approve the October minutes. Michelle Arnold seconded the motion. All were in favor. Motion passed.

Open Forum / Updates

- Field Trip Procedure – a concerned grandparent brought to the attention of the Board and Administration that a field trip is scheduled on December 1st for the 6th graders to attend a play at the Hale Theatre, which is in Orem. He felt a field trip to Orem was too far away. Administration will take this under advisement.

Business Administration

- Budget / Red Apple/Treasurer Report – Greg presented the October Financial Summary and Budget Report. Budget handouts are posted online on the GFA web page and updated monthly.
- Revenue line items marked for special purposes, quarterly summary – At the beginning of the year the Board decided that once a quarter they would review the restricted funds that are earmarked for special projects. The Board reviewed the revenue line items marked for special purposes to make sure the spending was appropriate.

Administrative Update – Executive Director Report

- Upcoming Events: A list of upcoming events was presented with a few corrections. No Board meeting on December 18th and add the annual GFA Christmas party on December 20th.

- 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 – From September to November, total student enrolment decreased from 497 to 490. Discussion on ideal class size. Michelle motioned to close enrollment except for Kindergarten. Tom Koehler seconded the motion. All voted in favor.
- Academic Report – Assessments for Essential Early Literacy Skills were identified, created or purchased. Tracking forms for Benchmark testing were created. Assessment staff were trained on all assessments, and assessments were given to all students. Results of the assessments were shared in grade level team meetings and At-Risk students were identified. Tier 2 interventions were developed by grade level teams and reproduced by classified staff. Classified staff was trained on how to deliver those interventions. Interventions or enrichment is being delivered to all students four days a week. Benchmark testing will be done 3 or 4 times yearly. The following Benchmark tests will be used as screening assessments next spring and summer for all incoming students to determine optimal placement: 1-Students who do not participate in these assessments will NOT be placed with a teacher. 2-ALL assessments in this category are now complete. 3-ALL Academic Aides are trained to administer ALL assessments.

Assessments for Essential Writing Skills will be complete by the end of the holiday break. Assessments for Essential Numeracy (Arithmetic) Skills will be completed by the end of January. An example of the tracking form was presented.

Policy/Strategic

- Rental policy – The policy committee changed one sentence to the facility rental regarding the hours of usage. Brittany Bekins will present the policy and a letter in December from the Board to the current renter of the gymnasium for him to be in alignment with the current policy. Michelle made a motion to accept the policy with the added on sentence. Steve seconded the motion. All were in favour. Motion passed.
- Promotion/retention policy – the policy committee clarified what will happen when. The content was not changed. Discussion of the policy resulted in Dave suggesting to shift the listing on the last page. Dave will send the wording to Michelle. Michelle made a motion to accept the policy with Dave’s changes on both tables with, “state-mandated or school approved summative, diagnostic, or interim formal assessments”. Tom seconded the motion. All were in favour.
- Communications policy – deferred until January.
- Improve Teacher Retention – Josh Walker researched a comparison of GFA salaries with comparative school districts. The Board will continue this discussion and come up with a workable plan.

School Environment

Board member walk through – Michelle did her walk through/review of GFA in November and reviewed her observations. Brittany will do a walk through in December.

Insurance – Our insurance carrier wants to renegotiate the health insurance rate for the rest of the year. Discussion on why it is needed to be locked in by January 1st. Brittany, Josh and Red Apple will talk with Heiner Insurance regarding this new requirement and they will report by email to the Board to get a decision made in December.

Board Annual Calendar

- Charter revisions. Michelle contacted an individual and is working through the changes that are needed.

Next Meeting: Monday, January 15, 2018 at 6:30pm at Good Foundations Academy.

Tom Koehler 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.

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.*