

GFA Board Meeting Minutes

Date: January 11, 2016, 6:30 p.m.

Location: GFA

Attendees: Andrew Hedrick, Brent Petersen, Michelle Arnold, Tom Koehler, Steve Hepburn, Loren Pankratz, Aimee Hall, Jamie Walker, Brittany Bekins

Guests: Jared Van Orden, Jason Bartolomei, Tracy Bartolomei

Taking Minutes: Natalie Trumbo

Prayer: At 6:36 Loren Pankratz opened the meeting with a prayer.

Approval of Minutes: Michelle Arnold motioned to approve the minutes from November's meeting. Loren Pankratz seconded the motion. All were in favor. Motion passed.

Open Forum/Updates

PTO: There has been some turnover within the PTO. Wendy Day is taking over as president, but has lost a lot of support. A lot of the PTO leadership are aides. Brent Petersen will be presenting the PTO reports. The 6th grade service project that took place in December brought in over 600 items. The students earned a dress down day as a reward for bringing in so many items. Box tops funds were used to buy storage bins and playground equipment to be housed outside for schoolwide use. The school store has brought in \$861.94. It is following the nutrition guidelines that the state has put in place. Popcorn has been a big hit. The PTO would like a board member to read in the Dr. Seuss Read-a-thon Feb 26. 5:30-8. Andrew Hedrick volunteered. PTO@GFAUtah.org is the new email address for the PTO if there are any questions.

Business Administration

- Budget/Red Apple/Treasurer Report: Jared Van Orden reported the mid-year budget detail of the school. There are adjustments to the allotment memo and the revenue that is coming in to the state. There aren't too many adjustments that need to be made due to the hard work of Jamie Walker and Brent Petersen in getting enrollment up to the October 1st count. Jared Van Orden went over the rough draft of the budget that the budget committee compiled. The final draft will be sent to the board to approve and will be voted on next month. The school is staying at the 4% operating margin. Debt service coverage is at 1.29 and 117 days cash. The building % is at 13.7%. Jared Van Orden went over the audit that was performed for the school for the board. Everything is looking good as far as net assets. The revolving loan is up at the end of this year.
- Grants Michelle: Michelle reported that the University may have physics equipment later this semester that GFA may have.

Administrative Update

- Director Report: The Geography Bee will be on the 15th of January at 1:30. The Quarterly Luncheon for the staff will be on the 21st. PTO meeting is on 26th. The Parent University date will be moved and set later. Brent Petersen reported on goal number 4. Brent Petersen went over the data that he had compiled from the forms the board members have filled out during their

walkthroughs of the school. The data showed that the school and board had surpassed their goal. Brent Petersen had a meeting with the state. The charter committee has met and is reviewing the current charter and will meet to review the revisions the team members have made and will wait until there is more clarity from the state before making any other changes. Brent Petersen expressed a concern with retention of students. He discussed the programs the school has in place. He feels that the program for K-4 is solid, but when you get to 5th and 6th it tapers off. Brent Petersen and the staff have come up with a new strategy and program to strengthen the programs for 5th and 6th grade. He discussed the capstone project with the board. The 1st rounds of evaluations are done for the teachers. Brent Petersen will be presenting at the February State Charter Director Meeting about GFA. Brent Petersen also went over some new marketing ideas that have been brought up to him. He went over some facilities and operations repairs that need to be addressed. Jamie Walker, Aimee Hall, and Brent Petersen met and came up with a new enrollment strategy. Jamie Walker has a new software program to run the lottery and enrollment. The software covers the third party requirement. The numbered waiting list is now replaced with a waiting pool. The lottery will be run weekly if needed to help with the new ADM law. Brent Petersen and Jamie Walker reported the new strategy to the teachers who were supportive. There will still be a numbered sibling waiting list. There is also a new process for registration. There will be new student testing every Thursday. The students will need to test before filling out the registration packet. While the students are in testing the parents will attend a parent orientation about the school. There are 504 seats available, 488 are filled, 6 students will be starting January 18th, and 7 students have withdrawn. The lottery for next year will be Feb 8th. Jamie Walker discussed continuing to overfill the classrooms for next year. She felt that it had worked great last year for this current year's enrollment.

- Curriculum Director Update: Aimee Hall informed the board of the progress of the curriculum as well as the assessment testing preps. She also gave more detail on the new program star360. She discussed the new strategy in place for inventory of the school's class equipment. Aimee Hall has been attending the state training meetings.

Policy/Strategic

- Marketing Awareness/Tech Fund-Steve: Steve Hepburn was able to re-up the Chamber of Commerce membership.
- Fee and Waiver: Brent Petersen went over the Fee Waiver policy with the board. This will be voted on at a later meeting.
- Administration of Medication: Brent Petersen went over the Administration of Medication Policy with the board. This will be voted on at a later meeting.

School Environment:

- Board member-Andrew, Michelle, Brittany: Was discussed during the directors report. Loren Pankratz will be performing the walkthrough for January. Tom Koehler will be February.

Board Annual Calendar:

- Academic Integrity Policy: Loren Pankratz motioned to accept the Academic Integrity Policy as written. Michelle Arnold seconded. All were in favor. Motion passed.
- Community Information: Steve Hepburn motioned to accept the Community Information Policy as written. Michelle Arnold seconded. Tom Koehler opposed, all others were in favor. Motion passed.

Events: Board retreat will be coming up in March. Brent Petersen's mid-year evaluation is due at the end of this month.

Other:

- BOD New Member Update: Question essays have been done and submitted.

Tom Koehler motioned to close the open session. Loren Pankratz seconded the motion. All were in favor. Motion passed.

Closed Session