

GFA Board Meeting Minutes

Date: October 12, 2015, 6:30

Location: GFA

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

Absent: Jamie Walker

Guests: Jared Van Orden, Jason Bartolomei, Tracy Bartolomei

Taking Minutes: Natalie Trumbo

Prayer: At 6:38 Tom Koehler opened the meeting with a prayer.

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

Open Forum/Updates

PTO: The PTO would like to thank all those who came out and supported the Fall Festival. It was a huge hit. The unofficial total profit is around \$4,000. There were enough volunteers to keep the games running at all times. The school store's profit is \$300-\$400, with about \$60-\$90 coming in weekly. PTO has slowed the parent donations so that changes can be made to align the items with the school nutritional menu guide. October birthdays are out. The teacher luncheon for October is also in the works. Spirit night is the 29th of Oct. from 5-8 at Chik-Fil-A in Riverdale. The food trucks will not be coming back because they have not handed in a payment to the PTO. November's Spirit night will be Zupas. PTO will be looking into getting some playground equipment. They have had locking shelves donated that need the locks replaced. Lani Long is new yearbook committee chairperson. Wendy Day has taken the VP role and is working with Mrs. T on the yearbook. Tami Pedit has stepped down from the PTO. Jennifer Zachary has stepped up for the Procurement Committee. PTO shirts are \$20 and open for the Board to get. Sheryl Berger is stepping down from the PTO presidency. She is accepting a position with the school. As of right now Wendy Day will be stepping up as president of the PTO.

Business Administration

- Budget/Red Apple/Treasurer Report: Everything is looking good. Operating margin is 4.1%, debt service coverage is 1.3, days cash on hand 122, and building % is 13.6. Changes will be noted at a later meeting. In January the forecast will be changed and budgeted. Half of the library has been taken care of. Jared Van Orden feels good with where the school is at now with all the other changes taking place.
- Grants Michelle: Michelle Arnold had nothing to report.

Administrative Update

- Director Report: The final walkthrough for the building will be taking place Oct. 13. Morning Greet has been going good and become a great community building time. The students earned a dress down day last month for respectful behavior. Brent Petersen and Aimee Hall have both observed the teachers and classrooms this month. The parking flow of pick up is working great. Drop off still needs work. Teachers are reporting that Eureka math is

working well. Goals have been reported to the staff. Brent Petersen went over the progress of the board goal of growth on state testing from last year. Brent Petersen, Brittany Bekins, Michelle Arnold, and Steve Hepburn will be reviewing the current charter. Once done, they will connect with each other and the state to get more information on what to do next. The school had to buy an oven to meet code. The milk refrigerator will need to be replaced. Bookshelves are being purchased. The Title I allotment ended up being \$30,000 less than projected. Attendance is up as well as students on time. You Rock cards are also up and major referrals are way down. The air conditioning has been a problem. Western Temp came and looked and informed Brent that two new units are needed. The roof above the gym will also need to be replaced next year. Brent Petersen is going to wait on the fiber optics this year and that will allow the school to save on the budget this year. Brent Petersen will try and go for an e-rate. The final walkthrough will be taking place on Tuesday 13th and the final inspection will be Wednesday the 14th. Parent University went well. Monthly communications have begun. The director's letter will help keep the parents informed of what is going on in the school. There have been some staff moves resulting in two new hires.

Building Update: Brent Petersen will follow-up on the scratches on the gym floor. The building is done other than the electricians and the fire alarm. The Grand Opening will be taking place tentatively on Monday. Blinds will need to be purchased and installed. The final walkthrough and inspection will be taking place October 13th and 14th.

Enrollment

- Current: There are currently 492 students enrolled in the school.
- Additions/Losses Reasons: Brent Petersen gave Jamie Walker permission to overenroll 4th grade. Each teacher will receive a one-time stipend if they were over the allotted number they were given as of October 1, 2015. There are ideas for enrollment maintenance next year. Starting one week earlier than other schools, sending out new-to-neighborhood mailers, and direct phone calls.
- Lottery: No need to run.

Policy/Strategic

- Marketing Awareness/Tech Fund-Steve: Nothing to report.
- UMA/GFA Matriculation Agreement: UMA was under the impression that the agreement was already in place. Tom Koehler and Traci Bartolomei will be contacting Mr. Throckmorton to get more information in order to get on the same page. Andrew Hedrick will look into other charter schools for the matriculation agreements.
- Pupil Promotion Retention Policy: Brent Petersen went over the policy. The Policy will up for vote next month.
- Needs Assessment: Brent Petersen went over the assessment with the board. Michelle motioned to approve the Needs Assessment. Steve Hepburn seconded the motion. Motion passed.

- K-3 Reading Application: Brent Petersen went over the reading application and intervention program with the board. He would like to gather board input on the application. Loren Pankratz motioned to accept the K-3 Reading Application. Michelle Arnold seconded the motion. All were in favor. Motion passed.

School Environment

- Board Member: Steve Hepburn has not performed the walkthrough yet.

Board Annual Calendar

- Ethics Policy Review: Michelle Arnold motioned to approve the Ethics Policy. Loren Pankratz seconded the motion. All were in favor. Motion passed.
- Rental Policy Review: Loren Pankratz motioned to approve the Rental Policy review. Michelle Arnold seconded the motion. All were in favor. Motion passed.

Events

- Fall Festival 10/10: Discussed in PTO.
- Christmas Party: The board would like to do the same plans as last year. Steve Hepburn will contact the restaurant to finalize a date in December. More plans will be discussed at a later meeting.

Other

- Committee List: Andrew Hedrick went over the committee lists with the board and updated them. The Director Evaluation Committee is Andrew Hedrick and Michelle Arnold. Board Recruitment and Training Tom Koehler. Policy Review Committee is Michelle Arnold and Brittany Bekins. Fundraising Committee Steve Hepburn and Andrew Hedrick. Grant Writing Committee is Michelle Arnold, other volunteers welcome. Hiring Committee is Brent Petersen, Tom Koehler, and Michelle Arnold. Survey Committee is Loren Pankratz. Charter Amendment Committee Brent Petersen, Brittany Bekins, Michelle Arnold and Steve Hepburn.

Steve Hepburn motioned to close the open session of the meeting. Brittany Bekins seconded the motion. All were in favor. Motion passed.

Loren Pankratz motioned to go into close session to discuss internal staffing issues. Andrew Hedrick seconded the motion. All were in favor. Motion passed.

Closed Session