

GFA Board Meeting Minutes

Date: September 14, 2015, 6:30

Location: GFA

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

Guests: Jared Van Orden, Cheryl Berger, Jeff Biesenger, Jason Bartolomei, Tracy Bartolomei

Taking Minutes: Natalie Trumbo

Prayer: At 6:37 Tom Koehler opened the meeting with a prayer.

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

Open forum/Updates

PTO: The PTO tried out alternating meetings and already has seen a spike in volunteers reaching out to the PTO. Fall Festival will be October 10th from 3:00-6:00 pm and PTO already has 12 confirmed vendors. PTO has raised the prices for the Fall Festival this year. Food trucks are planned for the Parent University on September 24th. Christmas Box House operation will start as soon as fall festival is done. The breakfast for staff appreciation was excellent. A concern about playground equipment was brought up to the PTO. Cheryl Berger would like suggestions or answers from the board to relate back to parents. Some students have been coming home complaining about there being nothing to do. Brent Petersen said that the students could bring approved equipment from home. He would also be open to working with the PTO with this issue. Yearbook will be done through Lifetouch. Book Fair is coming up and PTO is forming a new Book Fair committee. School store started and made \$11. The next PTO meeting will be September 29th at 8:30 pm at GFA.

Administrative Update

- Director Report: Dress down day will be at the end of every month that the students can earn based on the foundation stone. This month's will be September 25th. The new Mac Lab is set up, but there is no electrical or network yet. The new addition is coming along with the mudding and painting still left to do. The elevator parts are starting to arrive and should start being installed next week. The new phone system is in place as well as new hooks and bulletin boards. The new security is now in place and is

working great. An issue with parents needing to make appointments was brought up. The parents need to make an appointment to talk with the teachers during the school day. Board members were reminded to wear their board badges when in the school during school hours. Brent is still waiting on the fire marshal about the fire panel. Brent Petersen and Aimee Hall observed the classrooms and made notes of improvements and will be making it a goal to visit the classrooms once a month to follow up on their development and progress. Brent Petersen started an alumni Facebook page. Brent Petersen discussed reviewing and rewriting the charter for the school. He asked for board members to be on a committee to retool the charter for the school. Steve Hepburn and Michelle Arnold both volunteered to be on the committee. Brent Petersen brought up that there are other options for the library shelves than what was originally looked at. Brent Petersen and Aimee Hall will continue to collect more bids. Attendance has improved from last year as well as students being on time. Major referrals have gone down mainly due to the new discipline policy and process. The air conditioning has been a continuous issue and needs to be fixed and there is a plan in place to do so. The board would like to thank Mr. Mike for keeping the building clean.

Enrollment

- Current: Enrollment has been a bit of a rollercoaster. There are currently 485 students enrolled. Jamie Walker went over the pros and cons of overfilling the classrooms this year.
- Additions/Losses Reasons: There have been 18 students that have turned in their registration, but did not show up on the first day of school. 24 new students enrolled after the first day. 73 students accepted spots that did not actually attend. 77 of last year's students did not re-enroll for this school year. 47 of those students unenrolled after August 1st. It was discussed to have the school open earlier to help with retaining students. Brent Petersen thinks losing certain teachers this year may have contributed to the loss of students. Jamie Walker is hoping that numbers go up by the October 1st deadline. Brent Petersen and Jamie Walker have put out Facebook ads and Google ads. Jamie Walker added a question on the enrollment application as to how they heard about GFA to help with marketing. It was suggested doing a survey of the students that did not return this year.

Business Administration

- Budget/Red Apple/Treasurer Report: Everything is looking good based on the 501 enrollment. The Bond is maxed out. In the finance committee meeting ways to cut cost were discussed if enrollment numbers do not improve. Operating margin is at 4.8%, Debt Service Coverage is at 1.35, Days Cash on hand is 121, and Building Lease should be gone at this point and should be Building Cost which is at 13.6% since GFA owns the building. GFA is nearing the million-dollar amount for Days Cash on Hand. Jeff Biesenger has not gotten a new draw to update on from Bret. He will update the board when he does.

- Grants Michelle: Will be discussed at the next meeting.
- Library Furniture: The board gave Brent Petersen the go ahead with researching bids for the library shelves.

Policy/Strategic

- Marketing Awareness/Tech Fund-Steve: Special Sound system is the fundraiser this year. Steve Hepburn announced that Dave Hardman retired as president of the Chamber. He feels that the board needs to go talk to Karen. Andrew Hedrick would like to know when the next meeting of the Chamber would be so he can attend and would also like to coordinate with Steve Hepburn and Brent Petersen as to which meetings they can attend. Steve Hepburn will find out and be in touch. He also got the flyer sent out the Industrial Associates.
- UMA/GFA Matriculation Agreement: Tom Koehler tried calling UMA and left a message, but has not heard back from them. Jason Bartolomei discussed the differences and similarities of UMA and GFA. It was suggested that GFA seek multiple matriculation agreements with other charter junior highs.

Building Update: Was addressed in the Administrative update and the Business Administration section.

School Environment

- Board Member: Tom Koehler preformed the school walkthrough, but did not fill out the form. Tom Koehler felt that things were looking good. Steve Hepburn will perform the walkthrough next month.

Board Annual Calendar

- Ethics Policy Review: Brent Petersen went over this policy with the board. The board will vote on them next month.
- Rental Policy Review: Brent Petersen went over this policy with the board. The board will vote on them next month.
- Board Goal Update #1: Will be discussed at a different meeting.

Events

- Parent University 9/25
- Student Earned Dress Down Day 9/25
- Netsmartz Assembly 9/25
- Fall Festival 10/10

Other

- BOD New Member Update: Jason and Tracy Bartolomei are interested in joining the board of GFA.

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

Closed Session