

# MINUTES

## Of the Board of Directors of Grimmway Schools

(A California Non-Profit Public Benefit Corporation)

### I. PRELIMINARY

#### 1. CALL TO ORDER

The Board of Directors of this corporation, held their meeting at the time, on the day, and at the place set forth as follows:

Time: 4:02 p.m.

Date: February 22, 2021

Meeting held via teleconference

#### 2. DIRECTORS PRESENT

The following directors, constituting a quorum of the Board, were present at the meeting held via teleconference:

Present: Manuel Pantoja, Secretary and Arvin Community Representative; Dr. Jean Fuller, Grimm Family Education Foundation Representative; Matt Look, Star Parents of Grimmway Academy (SPGA) and Parent Representative; Ernie Unruh, Kern County Superintendent of Schools Representative

Absent: Tom Mestmaker, President

Grimmway Schools Staff Present via teleconference: Casey Yeazel, Chief Executive Officer; Michelle Lumis, Executive Assistant; Mike Romero, Chief Operating Officer; Dr. Wendy Creek, Chief Academic Officer; Adam Alvidrez, Director of School Operations

Grimmway Academy Staff Present via teleconference: Zulema Ela, Vice Principal of Academics, Grimmway Academy Arvin; Hurshel Williams, Principal, Grimmway Academy Arvin; Brook Webb, Principal, Grimmway Academy Shafter; Tatia Hunter-Jennings, Vice Principal of Student Services, Grimmway Academy Arvin; Katie Wiebe, Literacy Specialist, Grimmway Academy Shafter; Blanca Barajas, Teacher, Grimmway Academy Arvin and Lisa Fenton, Sous Chef, Grimmway Academy Arvin

Grimm Family Education Foundation Staff present via teleconference: NA

Others Present via teleconference: Kristin Dietz, EdTec, Back Office Provider; Elia Sagasta, Assistant Superintendent, Richland School District; Gerado Guzman, Karina Esquivel and Eva Elenes, Parents

3. FLAG SALUTE

4. APPROVAL OF MINUTES

A motion was made by, Jean Fuller seconded by, Ernie Unruh, and passed, to approve via roll call the minutes of the Board meeting dated January 25, 2021.

| Board Member   | Yay | Nay | Absent | Abstain |
|----------------|-----|-----|--------|---------|
| Tom Mestmaker  |     |     | X      |         |
| Manuel Pantoja | X   |     |        |         |
| Ernie Unruh    | X   |     |        |         |
| Matt Look      | X   |     |        |         |
| Jean Fuller    | X   |     |        |         |

Resolved further, that the Secretary of the Corporation is authorized and directed to insert a copy of these certified minutes into the book of minutes of this Corporation and to see that a certified copy of these minutes is kept at the Home Office for the transaction of business of this Corporation.

## II. COMMUNICATIONS

ORAL COMMUNICATIONS - NONE

GS LEADERSHIP REPORT

Casey Yeazel, Chief Executive Officer, shared the Kern County Vaccine schedule and that employees in the education sector will be eligible to be vaccinated for COVID-19 beginning Monday, Feb. 22. Grimmway Schools is working with a COVID testing provider to bring the vaccine to our school sites and will begin vaccinating our teachers as soon as possible.

Casey provided a summary of Assembly/Senate Bill 86, which will provide funding for the re-opening of schools. The Learning Recovering Grant will allocate \$4.6 billion to local education agencies, including both classroom- and non-classroom-based charter schools, using the same formula proposed by the governor. It would provide \$1,000 for each enrolled homeless pupil and allocate the remaining funds in proportion to the LEA's total 2020-21 funding from the Local Control Funding Formula (LCFF).

The In-Person Instruction Grant would allocate \$2 billion to support in-person instruction and to expedite the return to school.

Casey shared open enrollment began last month at both Grimmway Academy campuses. Both school sites have held virtual open enrollment informational meetings, which were well attended. Marketing for open enrollment has been conducted via social media and Spanish language radio. If necessary, a public lottery will be held in April for either site (or both) if required.

Casey provided a snapshot of current COVID data for Grimmway Schools as of February 19, 2021.

Mike Romero, Chief Operating Officer, provided the Operations and Human Resources (HR) updates. Mike shared on February 1, 2021, Grimmway Schools submitted and posted to our website the updated COVID Safety Plan (CSP) as part of the requirement to remain open under new guidance provided by the CDPH on January 14th, 2021.

On Saturday, February 13th Grimmway Schools participated in the first all virtual Kern County Superintendent of Schools (KCSOS) Teacher Job Fair. Mike thanked HR Generalist, Stephanie Sanchez, for running a successful recruitment event and "Virtual Mixer" after the event.

Mike shared that staff intent to return surveys were completed last week and over 95% of teachers have elected to return.

Over the course of the past month, we experienced our first large medical claim that hit the stop-loss insurance (medical claim in excess of 50k). The Human Resources team is working with our Third-Party Administrator (Tri-Star) to determine what factors may have led to the claim. The good news is the plan has been performing well over the past year and that the claim is not material enough to drastically sway overall year-to-date costs.

Adam Alvidrez, Director of School Operations, shared the updates to the school safety plans which will be on the today's agenda for approval.

The home office has provided a general overview of the Local Control Accountability Plan (LCAP) to both sites, which is due by July 1 of this year. Both sites are beginning to calendar stakeholder engagement meetings to solicit feedback. Home office staff will manage the process through plan completion.

Every year, each school site participates in the Oversight Review process as a requirement of their Charter Petition. The Authorizer requires an annual visit to review our Fiscal practices, Educational Program, Governance, Facilities, Human Resources, and Student Services. This year, the annual reviews are virtual, and are scheduled for May and June. Kick-off meetings begin next week, and home office staff has started collecting the necessary compliance documents to facilitate the process.

Dr. Wendy Creek, Chief Academic Officer, shared the 2020-2021 Mid-Year Academic Report. The report included data compiled from the Winter NWEA MAP Assessments to help show where scholars are academically in the school year.

There are currently 484 scholars participating in Cohort D, 127 from Shafter (575 on campus) and 357 from Arvin (463 on campus). Those students continue to receive instruction from teachers in dedicated remote classes.

*PRINCIPAL'S REPORT-Grimmway Academy Shafter*

Brook Webb, Principal of Grimmway Academy Shafter, shared on Friday, February 12th a Midyear Parent Involvement meeting was held via Zoom. Survey data revealed a need for change with our asynchronous distance learning days to mitigate learning loss. While parents were very understanding and supportive of the school and staff, they vocalized the need for additional support. In response to these concerns, the GA Shafter staff is committed to providing a consistent structure and individualized learning plan for each scholar on the days they are not at school. One way to accomplish this is by providing more informational sessions to parents relating to instructional platforms and "Home Success Strategies" such as CLOSE Reading, Discovery Based Learning opportunities, and measurable goal setting. GA Shafter values their partnerships with families and will continue to solicit parent feedback to enhance their programs.

*PRINCIPAL'S REPORT-Grimmway Academy Arvin*

Hurshel Williams, Principal of Grimmway Academy Arvin, shared throughout the month of February, Grimmway Academy Arvin scholars began taking and completing various standardized assessments. In addition to the school wide NWEA assessment, certain assessments which include the English Language Proficiency Assessments for California (ELPAC), and Renaissance STAR exams were targeted toward various subgroups of scholars within our student body. These benchmarks afford the instructional team the opportunity to gather then compare academic data on scholars both schoolwide and across subgroups. The academic data gathered through the completion of these assessments will allow GA Arvin to tailor any additional supports that may be needed to address learning loss and ensure the academic success of our English Learners; Low-Income; Foster Youth; Pupils with Exceptional Needs; and Pupils Experiencing Homelessness.

*ARVIN AND SHAFTER PARENT REPORT*

Katie Wiebe, Literacy Specialist, Grimmway Academy Shafter, provided the parent report. Katie shared an in-person book fair is coming up. GA Shafter supplies library books to "Little Free Libraries" throughout Shafter. The students and families enjoy the books in the twenty "Little Free Libraries" around the city of Shafter. The GAF Expansion project, in conjunction with the Shafter Learning Center is coming. The city of Shafter is working on a new model for the public library. Five GA Shafter students are working on a mural project behind a local market and have been involved in the process from start to finish.

Matt Look, President of Star Parents of Grimmway Academy (SPGA) held their first meeting of the year. The next meeting is scheduled for March 2<sup>nd</sup> to discuss the LCAP and solicit stakeholder feedback.

GRIMMWAY SCHOOLS STAFF REPORT - NA

FISCAL REPORT – January 2021

Kristin Dietz from EdTec (back-office provider) shared the fiscal report for January 2021.

For GA Arvin, Kristin shared the forecasted net income decreased to \$1,442,499

For GA Shafter, the forecasted net income increased to \$799,281.

For the Home Office, the forecasted net income decreased to \$537,619.

Kristin shared budget planning has started for next year. The final budgets will be approved in advance of June 30, 2021.

Kristin shared one time revenue funding from ESSER II and possible one time funding from the Biden Stimulus Proposal, which would be ESSER III.

**III. ACTION ITEMS**

1. The Directors were presented with the approval of the Purchase Orders and Warrants and Credit Card Register for January 2021 that were considered, and discussed. On a motion duly made by Ernie Unruh seconded by Jean Fuller, and carried, the Board approved via roll call the Purchase Orders and Warrants and Credit Card Register for January 2021.

| Board Member   | Yay | Nay | Absent | Abstain |
|----------------|-----|-----|--------|---------|
| Tom Mestmaker  |     |     | X      |         |
| Manuel Pantoja | X   |     |        |         |
| Ernie Unruh    | X   |     |        |         |
| Matt Look      | X   |     |        |         |
| Jean Fuller    | X   |     |        |         |

2. The Directors were presented with the approval of Auditor Engagement between Clifton, Larson & Allen LLP for 2020-21 School Year that were considered, and discussed. On a motion duly made by Jean Fuller seconded by Matt Look, and carried, the Board approved via roll call the Auditor Engagement between Clifton, Larson & Allen LLP for 2020-21 School Year.

| Board Member   | Yay | Nay | Absent | Abstain |
|----------------|-----|-----|--------|---------|
| Tom Mestmaker  |     |     | X      |         |
| Manuel Pantoja | X   |     |        |         |
| Ernie Unruh    | X   |     |        |         |
| Matt Look      | X   |     |        |         |
| Jean Fuller    | X   |     |        |         |

3. The Directors were presented with the approval of School Safety Plan for GA Arvin that were considered, and discussed. On a motion duly made by Matt Look, seconded by Ernie Unruh, and carried, the Board approved via roll call the School Safety Plan for GA Arvin.

| Board Member   | Yay | Nay | Absent | Abstain |
|----------------|-----|-----|--------|---------|
| Tom Mestmaker  |     |     | X      |         |
| Manuel Pantoja | X   |     |        |         |
| Ernie Unruh    | X   |     |        |         |
| Matt Look      | X   |     |        |         |
| Jean Fuller    | X   |     |        |         |

4. The Directors were presented with the approval of School Safety Plan for GA Shafter that were considered, and discussed. On a motion duly made by Jean Fuller, seconded by Matt Look, and carried, the Board approved via roll call the School Safety Plan for GA Shafter.

| Board Member   | Yay | Nay | Absent | Abstain |
|----------------|-----|-----|--------|---------|
| Tom Mestmaker  |     |     | X      |         |
| Manuel Pantoja | X   |     |        |         |
| Ernie Unruh    | X   |     |        |         |
| Matt Look      | X   |     |        |         |
| Jean Fuller    | X   |     |        |         |

5. The Directors were presented with the approval of Amendment to the Education for Homeless Children & Youth Policy (McKinney-Vento Act) that were considered, and discussed. On a motion duly made by Ernie Unruh, seconded by Jean Fuller, and carried, the Board approved via roll call the Amendment to the Education for Homeless Children & Youth Policy (McKinney-Vento Act). Ernie asked Casey how many homeless students are enrolled at Grimmway Schools. Casey shared he would email Ernie the number of homeless students.

| Board Member   | Yay | Nay | Absent | Abstain |
|----------------|-----|-----|--------|---------|
| Tom Mestmaker  |     |     | X      |         |
| Manuel Pantoja | X   |     |        |         |
| Ernie Unruh    | X   |     |        |         |
| Matt Look      | X   |     |        |         |
| Jean Fuller    | X   |     |        |         |

6. The Directors were presented with the approval of Grimmway Schools Calendar for 2021-2022 School Year that were considered, and discussed. On a motion duly made by Jean Fuller, seconded by Matt Look, and carried, the Board approved via roll call the Grimmway Schools Calendar for 2021-2022 School Year.

| Board Member   | Yay | Nay | Absent | Abstain |
|----------------|-----|-----|--------|---------|
| Tom Mestmaker  |     |     | X      |         |
| Manuel Pantoja | X   |     |        |         |
| Ernie Unruh    | X   |     |        |         |
| Matt Look      | X   |     |        |         |
| Jean Fuller    | X   |     |        |         |

7. The Directors were presented with the approval of Grimmway Schools 403(b) Audit Renewal for 2020-2021 that were considered, and discussed. On a motion duly made by Ernie Unruh, seconded by Matt Look, and carried, the Board approved via roll call the Grimmway Schools 403(b) Audit Renewal for 2020-2021.

| Board Member   | Yay | Nay | Absent | Abstain |
|----------------|-----|-----|--------|---------|
| Tom Mestmaker  |     |     | X      |         |
| Manuel Pantoja | X   |     |        |         |
| Ernie Unruh    | X   |     |        |         |
| Matt Look      | X   |     |        |         |
| Jean Fuller    | X   |     |        |         |

**IV. ADJORNMENT**

On a motion the board adjourned at 4:51 p.m.

**CERTIFICATE OF SECRETARY**

I certify that I am the duly elected Secretary of the Grimmway Schools, a California nonprofit public benefit corporation; that these minutes, consisting of seven (7) pages are the minutes of the meeting of the Board of Directors held on February 22, 2021.



Secretary

