



Good Foundations Academy

Board of Directors Meeting

August 14, 2023

5:00 PM

Attendees

Board of Directors: Jamie Walker, Steve Hepburn, Tom Koehler, Jed Daily-excused, Micah Olson-by phone

GFA Executive Director: Lisa Erwin

GFA Business Administrator: Rich Eccles

Board Candidate: Heather Baker

Guests: Nani Giles and Elaine Rasmussen

Prayer: Tom Koehler

Minutes by: Kathy Richins

Approval of Minutes

- Steve made a motion to accept the June Board meeting minutes, dated June 12, 2023, Jamie seconded, all voted in favor, motion passed.
- Steve made a motion to accept the Emergency Board (Zoom) meeting minutes, dated June 30, 2023, Micah seconded, all voted in favor, motion passed.

Open Forum/Updates – None

Guardian Committee – Nani Giles and Elaine Rasmussen from the Guardian Committee presented the fundraising ideas for the 2023/24 school year to the Board.

Business Administration

- Finance & Accounting Report – Month Ending July 31, 2023
 - Summary: July is a time of year with very few expenses other than ordering supplies for the new year.
 - Reporting:
 - Uploaded FY23 Final & FY24 Budget to UPEFS & State Auditor
 - Uploaded FY23 Q4 transparency file to State
 - Uploaded FY23 2nd Qtr Payroll data to IRS and State
 - Balance Sheet: Days of Cash on Hand – 266 (increase of 16 from prior month)
 - Income Statement:
 - Line 013 – The PTIF is earning 5.17%
 - Line 040 – School Land Trust pays out 100% in July
 - Line 105 – Teacher wages have not started for the new year
 - Action Item –
 - Conflict of Interest Forms for new school year.
 - All Board members present signed the form and gave to Rich. Jamie will gather the forms from the Board members that were not present.
- Steve made a motion to accept the month ending July 31, 2023 financials as presented, Micah seconded, all voted in favor, motion passed.

Administrative Update – Executive Director's Report

- Enrollment – The enrollment on August 14, 2023 is 428.
- Academic Report:
 - All teachers participated in extensive Professional Development the week of August 7th.
 - Kindergarten completed Kindergarten Entry and Exit Profile (KEEP) testing on August 3rd and 4th.
 - New student testing is completed.
 - DIBELS Beginning of the Year (BOY) testing begins on August 21st.

- Minimum support for Tier 2 starts during the week of September 4th.
- Facilities: Over the summer 2023 the following improvements were made to the facilities:
 - Gym floor was refinished
 - Patched and painted many classrooms throughout the school.
 - Bullet resistance glass installed on windows. (Thanks Steve)
 - New HVAC for upstairs classrooms. (Thanks Steve)
 - New entry lock system installed on the front doors.
 - Fire doors stained.
 - Major repairs on sprinkler system.
 - Sod placed on lower playground.
 - Carpets cleaned and hallways waxed.
 - Broken tiles replaced where needed.
- Upcoming Events were presented from August 7 through September 27th.

Policy/Strategic

- Parent and Family Engagement Policy – Minor changes were made to the policy and the Board reviewed and discussed the presented document.
 - Jamie made a motion to approve the Parent and Family Engagement Policy, Steve seconded, all voted in favor, motion passed.
- GFA Anti-Harassment and Anti-Bullying Policy – This policy was approved at the June board meeting, and then there was an additional requirement by the State to add suicide prevention to the policy. All parents and students 8 years and older must sign the policy. Next year it will be in the enrollment packet.
 - Tom made a motion to approve the updated GFA Anti-Harassment and Anti-Bullying Policy that was presented. Jamie seconded, all voted in favor, motion passed.
- Head Injury Policy – The policy was rewritten and the board discussed the proposed changes. Lisa was asked to clarify some of the statements. The policy will be tabled till September.

School Environment

- School Safety and HVAC update – Steve updated the Board on the installation of the laminated security glass on the doors and windows, and the installation of the new HVAC unit to support the 2nd floor. Steve spent much of the summer researching and obtaining estimates for remodeling the insufficient air conditioning for the second floor, northeast corner classrooms. After reviewing the estimates and lead times he discovered that there is insufficient time to prepare a competitive bid for the desired remodel plan. It was necessary to waive the requirement for competitive bids based on the heat emergency and the time needed to complete the remodel prior to the start of school.
- Board Member Walk Through – Jed will do August and Micah will do September.

Other

- Vice President position – Jed has accepted the position of Board VP.
 - Jamie made a motion to vote Jed Daily in as Board Vice President, Steve seconded, all voted in favor, motion passed.
- Board Public Meeting Training – Jed has completed the Board Public Meeting training and the Land Trust training.
- BOD New Member Update – Heather has completed all the books and submitted her answers to the questions.

Tom read the *Closed/Executive Session* statement to go into closed session at 6:29 PM. Jamie seconded the motion. Each Board member individually 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.*

The closed session completed at 6:34 PM

Reopened regular meeting at 6:34 PM to approve the Board position for Heather.

- Tom made a motion to accept Heather Baker as a new Board member, Jamie seconded, all voted in favor, motion passed.

Next Meeting: Monday, September 11, 2023, at 5:00 PM at Good Foundations Academy