

# 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: 4:01 p.m.

Date: October 26, 2020

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: Tom Mestmaker, President; Manuel Pantoja, Secretary and Arvin Community Representative; Ernie Unruh, Kern County Superintendent of Schools Representative; Dr. Jean Fuller, Grimm Family Education Foundation Representative

Absent: Matt Look, Star Parents of Grimmway Academy (SPGA) and Parent Representative

Grimmway Schools Staff Present via teleconference: Casey Yeazel, Chief Executive Officer; Dr. Monica Jara Guerra, Director of Community Initiatives; Michelle Lumis, Executive Assistant; Mike Romero, Chief Operating Officer; Dr. Wendy Creek, Chief Academic Officer; Melody Castillo, Accounting Manager; Adam Alvidrez, Director of School Operations;

Grimmway Academy Staff Present via teleconference: Zulema Ela, Vice Principal of Academics; Hurshel Williams, Principal, Grimmway Academy Arvin; Brook Webb, Principal, Grimmway Academy Shafter; Frank Pasillas, Teacher

Grimm Family Education Foundation Staff present via teleconference: Rick Phillips, Fiscal Manager

Others Present via teleconference: Cindy Franz, Back Office Provider and Emma Pereida-Martinez, Assistant Superintendent, Arvin Union School District; Wayne Strumpfer, attorney for Young, Minney, & Corr LLP; Samantha Hernandez, President of

Parents of Grimmway Academy (POGA); Daniel Gonzalez, Araceli Contreras, Karina Esquivel, and Eva Elenes, unidentified callers

3. *FLAG SALUTE*

4. *APPROVAL OF MINUTES*

A motion was made by, Ernie Unruh seconded by, Jean Fuller, and passed, to approve via roll call the minutes of the Board meeting dated September 28, 2020.

<b>Board Member</b>	<b>Yay</b>	<b>Nay</b>	<b>Absent</b>	<b>Abstain</b>
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.

A motion was made by, Manuel Pantoja seconded by, Jean Fuller, and passed, to approve via roll call the minutes of the Special Board meeting dated October 9, 2020.

<b>Board Member</b>	<b>Yay</b>	<b>Nay</b>	<b>Absent</b>	<b>Abstain</b>
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 Grimmway Schools was recently approved for a waiver from the Kern County Department of Public Health Services (KCDPHS). A phased reopening for in-person instruction will begin Thursday, October 29th and Friday, October 30th with our Kindergarten students *only*, which results in approximately half of our students on campus per day (A/B Hybrid model). Continue to scaffold up in grade

levels until we are fully enrolled at both campuses, which will be by Thursday, November 5<sup>th</sup> and Friday, November 6<sup>th</sup>.

Casey gave a legislative update on Assembly Bill 2765 - Prevailing Wage Requirements for Charter School Conduit Bond Projects, which was signed into law. This will impact our construction cost for new facilities if we finance with conduit bonds.

Casey discussed the approach Grimmway Schools will take to handle deferrals. After an analysis of our budgets and projections, Grimmway Schools will be able to manage apportionment deferrals through a combination of intercompany solutions, - including extending and adding intercompany loans and delaying CMO fees. Due to being conservative stewards financially, any additional debt will not be incurred.

Mike Romero, Chief Operating Officer, provided the Operation and Human Resources (HR) updates. In conjunction with our IT vendor, Grimmway Schools continues to research technology upgrades for each site and leverage Learning Loss Mitigation funds. More detailed information will be provided in the November board meeting.

Grimmway Schools has been granted a waiver to provide meals to the community until the end of the school year. A Meal Integrity Plan is being developed to ensure accurate accounting for our on-site student lunches as well our Grab-and-Go meal service that we offer our community.

Facilities managers have been actively managing the daily sanitation and weekly deep cleaning needs of the sites to ensure a safe workplace for our staff and scholars as they return to campus.

Mike welcomed Adam Alvidrez, the new Director of School Operations. Adam previously worked for Chevron for twelve years and has jumped right into his new job duties.

On the Human Resources side, Mike shared a high-level overview of the Health and Safety Protocols for a Safe Reopening, which was previously approved by the board on October 9, 2020. Grimmway Schools continues to take all reasonable measures to prevent the spread of COVID-19 among students and staff and is temporarily implementing a number of health and safety measures to mitigate the spread of the disease to be used when we resume in-person instruction. All on-site staff have been tested prior to the re-opening date. On-site testing has been provided to help ease the logistics of obtaining a test and amended the self-funded plans to ensure this cost is covered under insurance. HR continue to research a number of testing options for subsequent testing including mail-in tests, saliva testing, etc.

Dr. Monica Jara Guerra, Director of Community Initiatives, shared the Social Emotional Learning (SEL) task force is conducting a final evaluation of the middle school SEL curriculum options. The team has been working to align community resources and practices across both school sites and to share these resources on school websites. The team continues to work on revising the Grimmway Schools Youth Suicide Prevention Policy and procedures with the goal of having it ready to submit at the next board meeting. The SEL teams from both sites are working collaboratively to create a series of

informational opportunities regarding mental health and social emotional development of students in this new normal.

Grimmway School staff, students and parents took part in a Capital advocacy week engaging with congressional representatives and their staffers to advocate for equitable educational funding. These stakeholders generously shared their stories and the positive impact Grimmway Academy has had on their lives, especially through the pandemic.

Dr. Wendy Creek, Chief Academic Officer, shared both school sites have administered Fall NWEA assessments in reading and math. In light of the COVID shutdown, a report to the Board next month on the impact of the COVID shutdown, and will include related RIT growth targets for both campuses. Based on some of the challenges in assessing students authentically in a remote environment, the priority when students return to campus later this week is to do formative assessments, including SBAC interims, to determine immediate needs.

The A/B hybrid schedules for both campuses are being finalized, but at this point we will be able to serve students in person and at home by combining students and teachers from both campuses. Students returning to school will be placed into A and B cohorts and seen according to a hybrid model based on the schedule we adopted in July. Students who have elected not to return to campus will be in a separate cohort that will receive instruction from a combination of teachers who are not able to return to work and lab teachers. Students who are at home, either in the remote cohort or in the A/B cohorts who are on a home day, will watch a live broadcast of opening and closing ceremonies from both sites, and will have structured time with small group sessions as well as independent practice.

Ernie Unruh recommended that we send our Intent to Re-open to John Mendiburu, Assistant Superintendent of Kern County Superintendent of Schools (KCSOS), as most district and charter schools in Kern County are already doing this and this will be part of the Oversight Report for this school year. Casey stated he will submit the Intent to Re-open to KCSOS.

#### *PRINCIPAL'S REPORT-Grimmway Academy Arvin*

Hurshel Williams, Principal of Grimmway Academy Arvin, shared since returning Monday October 12<sup>th</sup> from Fall Break, Grimmway Academy Arvin has implemented new practices to continue mitigating learning loss as well as accelerate the learning progress of our GAA scholars. First through sixth grade cohorts have begun utilizing a revised Distance Learning schedule which is more closely aligned with our traditional departmentalized STEM and Humanities model. This revised Distance Learning schedule afforded the opportunity to pilot our A/B Cohort rotation that will be implemented during our 2020-2021 Hybrid Model. Transitioning to the revised Distance Learning schedule rendered 120 additional minutes of personalized synchronous instruction. All instruction has been administered in a live, synchronous format for grades 1 through 8. Hurshel also shared upcoming dates of school events.

## *PRINCIPAL'S REPORT-Grimmway Academy Shafter*

Brook Webb, Principal of Grimmway Academy Shafter, shared the Shafter staff is anxiously awaiting the return of all students. From schedules, to handwashing stations, to dealing with local vendors to expediting PPE requirements, GA Shafter's staff continues to rise to the complexities that reopening entails. Our scholars will continue to engage in the arts, Physical Education, and the Kitchen and Garden weekly. Ms. Davis also put together a very comprehensive asynchronous schedule for our scholars and their families that includes Project Based Learning and Google Genius Hour. Sabrina Reimert, Assistant Principal of Student Services has been working with staff to prepare videos that reflect our excitement for student return and detail our expectations for onsite safety. A Virtual Kinder Camp has been planned for parents with opportunities for "First Day of Kindergarten" photos on Wednesday, October 28th.

## *ARVIN AND SHAFTER PARENT REPORT*

Samantha Hernandez, President of Parents of Grimmway Academy (POGA), shared treat bags are being prepared for GA Shafter students for a Trick or Treat event. Important dates are being shared with parents and a "Meet the POGA committee" bulletin board, with pictures of the POGA members. The next POGA meeting is November 12<sup>th</sup>.

## *GRIMMWAY SCHOOLS STAFF REPORT*

Frank Pasillas, Teacher at Grimmway Academy Shafter, provided the staff report. Frank shared teachers and staff are excited for the return of students to campus. Input from parents was gathered on additional offerings for students and a typing program was implemented for students.

## *FISCAL REPORT – SEPTEMBER 2020*

Cindy Franz from EdTec (back-office provider) shared the fiscal report for September 2020.

Cindy shared the 2019-20 Unaudited Actuals for Grimmway Schools are strong and driven by health care adjustments. Grimmway Schools has a strong ending cash balance with accrued revenue.

For GA Arvin, Cindy shared the forecasted net income increased to \$1,437,593.

For GA Shafter, the forecasted net income decreased to \$729,236. The decrease was due to COVID related spending.

For the Home Office, the forecasted net income remained unchanged at \$509,488.

Focus on the use of the Learning Loss Mitigation funds related to COVID-19 has lead to savings. GA Arvin has approximately \$385,729 left to spend and GA Shafter has \$170,296. These funds must be spent by December 30, 2020.

Cindy shared the projected cash flow for GA Shafter will be negative at year-end due to spring referrals in FY21. GA Arvin and the Home Office have a strong cash position. Cash management options include intercompany loans, along with managing payables, vendor negotiation, and careful review of expenses can also help the cash situation.

Jean Fuller commended Cindy on her presentation.

*ANNUAL BROWN ACT AND CONFLICT OF INTEREST TRAINING*

Wayne Strumpfer, attorney for Young, Minney & Corr, LLP provided the annual Brown Act training for board members.

**III. ACTION ITEMS**

1. The Directors were presented with the approval of the Purchase Orders and Warrants and Credit Card Register for September 2020 that were considered, and discussed. On a motion duly made by Jean Fuller seconded by Ernie Unruh, and carried, the Board approved via roll call the Purchase Orders and Warrants and Credit Card Register for September 2020.

<b>Board Member</b>	<b>Yay</b>	<b>Nay</b>	<b>Absent</b>	<b>Abstain</b>
Tom Mestmaker	X			
Manuel Pantoja	X			
Ernie Unruh	X			
Matt Look			X	
Jean Fuller	X			

2. The Directors were presented with the approval of ABM Thermal Scanners for Temperature Screening that were considered, and discussed. On a motion duly made by Ernie Unruh, seconded by Manuel Pantoja, and carried, the Board approved via roll call the ABM Thermal Scanners for Temperature Screening.

<b>Board Member</b>	<b>Yay</b>	<b>Nay</b>	<b>Absent</b>	<b>Abstain</b>
Tom Mestmaker	X			
Manuel Pantoja	X			
Ernie Unruh	X			
Matt Look			X	
Jean Fuller	X			

3. The Directors were presented with the approval of the Willscot Agreement for Mobile Isolation Units that were considered, and discussed. On a motion duly made by

Jean Fuller, seconded by Manuel Pantoja, and carried, the Board approved via roll call the Willscot Agreement for Mobile Isolation Units.

<b>Board Member</b>	<b>Yay</b>	<b>Nay</b>	<b>Absent</b>	<b>Abstain</b>
Tom Mestmaker	X			
Manuel Pantoja	X			
Ernie Unruh	X			
Matt Look			X	
Jean Fuller	X			

4. The Directors were presented with the approval of the Stinson’s Air Purifiers for Classroom Ventilation 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 Stinson’s Air Purifiers for Classroom Ventilation.

<b>Board Member</b>	<b>Yay</b>	<b>Nay</b>	<b>Absent</b>	<b>Abstain</b>
Tom Mestmaker	X			
Manuel Pantoja	X			
Ernie Unruh	X			
Matt Look			X	
Jean Fuller	X			

5. The Directors were presented with the approval of Amended Grimmway Schools Parent/Student Handbook that were considered, and discussed. On a motion duly made by Jean Fuller, seconded by Ernie Unruh, and carried, the Board approved via roll call the Amended Grimmway Schools Parent/Student Handbook.

<b>Board Member</b>	<b>Yay</b>	<b>Nay</b>	<b>Absent</b>	<b>Abstain</b>
Tom Mestmaker	X			
Manuel Pantoja	X			
Ernie Unruh	X			
Matt Look			X	
Jean Fuller	X			

#### **IV. ADJORNMENT**

On a motion the board adjourned at 5:49 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 October 26, 2020.

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Secretary