

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: November 30, 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; Dr. Jean Fuller, Grimm Family Education Foundation Representative; Matt Look, Star Parents of Grimmway Academy (SPGA) and Parent Representative

Absent: Ernie Unruh, Kern County Superintendent of Schools 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, 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; Maria Moreno, School Counselor, Grimmway Academy Arvin

Grimm Family Education Foundation Staff present via teleconference: Evelyn Steed, Office Manager

Others Present via teleconference: Cindy Franz, EdTec, Back Office Provider

3. *FLAG SALUTE*

4. *APPROVAL OF MINUTES*

A motion was made by, Jean Fuller seconded by, Manuel Pantoja, and passed, to approve via roll call the minutes of the Board meeting dated October 26 2020.

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.

5. *BOARD REAPPOINTMENT*

The board accepted the reappointment of Matt Look as the Star Parents of Grimmway Academy (SPGA) representative, for a one-year term to the Grimmway Schools Board of Directors.

II. COMMUNICATIONS

ORAL COMMUNICATIONS - NONE

GS LEADERSHIP REPORT

Casey Yeazel, Chief Executive Officer, shared As of November 6th, all grades returned to in-person learning via the alternating A/B Hybrid approach that was approved by the Board this past summer. A separate group of scholars whose families decided to continue with full time distance learning are in Cohort D, with approximately 388 scholars opting to remain in distance learning. Given the recent national data on positive COVID cases increasing, some parents have opted to shift their student(s) to distance learning.

Casey provided a snapshot of current Grimmway Schools COVID data, as of Friday, November 11, 2020 and an update on COVID protocols. Grimmway Schools continues to work closely with the Kern County Public Health Department on tracking possible exposures and positive test results. Protocols for possible exposure follow the California Department of Public Health guidelines on a 14-day quarantine as a preventive measure.

Casey shared COVID data is being closely tracked in Kern County – particularly the communities of Arvin and Shafter, and Grimmway Schools will make scheduling adjustments, as necessary. In light of the predicted spike in cases as a result of Thanksgiving travel, Grimmway Schools has taken the preventive step of implementing a “Buffer Week” the week immediately after Thanksgiving where all scholars will remain in distance learning until the week of Dec. 7th

Casey provided a legislative update from The Legislative Analyst’s Office. Due to a rapid rebound from many parts of the economy and significantly higher revenue projections of approximately 13.1 billion compared to June 2020, Prop 98 funds have been revised up significantly. This positive news could return the budget to pre-recession Prop 98 levels.

Mike Romero, Chief Operating Officer, provided the Operations and Human Resources (HR) updates. Grimmway Schools continues to take all reasonable measures to mitigate the risk of spread of COVID-19 among students and staff. As per our Health and Safety Policy passed by the Board previously, Grimmway Schools is temporarily implementing a number of health and safety measures that are currently being used for in-person instruction. Mike also shared Grimmway Schools’ response to a positive COVID case, which is outlined in our Health and Safety policy.

Adam Alvidrez, the new Director of School Operations, shared the Student Information System (SIS) update. Illuminate Education, the current SIS, will be dissolving their student data management component of their business portfolio. Since being notified of this critical change, staff has identified prospective vendors, and narrowed the search to two finalists for consideration. These two companies provide both a student information systems product and a learning management system component. Staff has participated in product demonstrations facilitated by each company to better understand the products’ features, advantages, and benefits when compared to Illuminate Education. Staff will be prepared to provide a final recommendation to the board in the Spring.

Adam also highlighted some of the protocols taken by staff to mitigate the risk of spread of COVID-19 among students and staff, along with Personal Protective Equipment (PPE) donations to Grimmway Schools.

Mike shared the Continuity of Education Plan for sixth and seventh graders, specifically meal service, to ensure these grades continued to be provided meals, even if they were not on-site.

Grimmway Schools continues to be in weekly contact with Jasmine Ochoa from the Kern County Health Department to ensure Grimmway Schools is in compliance with all protocols.

Casey recognized the work of the Human Resources department under Mike Romero’s leadership.

Dr. Wendy Creek, Chief Academic Officer, shared about 25% of the total enrollment is participating in Cohort D, distance learning. The goal of Cohort D students is to provide them with high quality instruction, equivalent to what all students have been receiving

through distance learning thus far. Kindergarten Cohort D students are receiving a mixture of live instruction from their advisory teacher as well as additional support from a remote Kindergarten teacher. All Cohort D students participate in morning meetings or launch sessions and closing or landing sessions with their A and B peers. 1st-6th grade cohort D students have a block of STEM instruction and a block of Humanities instruction with their designated cohort D teacher in the morning, and small group instruction in the afternoon. Kindergarten and middle school's cohort D students see their teachers throughout the day as they would on campus. The addition of incorporating music, art, PE and ESY classes into the schedule of cohort D students, so they have access to all the learning their on-campus peers do. Dr. Creek acknowledged the hard and challenging work of both school sites to meet the needs of all students.

Dr. Creek provided an update on assessments. Both school sites will take the SBAC interim in December before leaving for Winter break, and NWEA MAP testing in January. The data will help plan spring instruction.

PRINCIPAL'S REPORT-Grimmway Academy Arvin

Hurshel Williams, Principal of Grimmway Academy Arvin, shared since completing the phased reopening on Friday, November 6th, the campus has devoted additional attention toward students and staff to receive the necessary Social Emotional Learning (SEL) support that assist in ensuring the sustainability of the Hybrid A/B and Cohort D programs. The SEL support and mental wellness efforts assists by addressing the stressors that can occur as a result of the 'COVID-19 fatigue' that may develop as our stakeholders continue to endure.

PRINCIPAL'S REPORT-Grimmway Academy Shafter

Brook Webb, Principal of Grimmway Academy Shafter, shared, in an effort to increase student engagement, the campus has implemented the use of GoFormative and Peardeck. Both platforms allow for synchronous opportunities for student engagement during live lessons. This provides for increased student interaction, while also creating opportunities for educators to check for understanding.

Grimmway Academy Shafter is focused on developing lead metrics, which provides early signs of progress towards measured growth and achievement. By establishing powerful benchmarked lead metrics that are timely and actionable, staff are able to support scholars with individualized instruction that directly supports their Individualized Learning Plan (IPL). As IPLs are developed to align with hybrid learning, students will begin to track their weekly progress in an effort to reflect on their learning and set actionable goals for themselves that are measurable within a specified time period. It is important for our scholars to have the same sense of urgency and self-efficacy, as staff, when it comes to their education.

Brook thanked her team on the handling of the recent positive COVID case and their willingness and professionalism to address the needs of the students through the staff's leadership and support.

ARVIN AND SHAFTER PARENT REPORT

Matt Look, President, Star Parents of Grimmway Academy shared the hard work of Grimmway Schools' leadership has not gone unnoticed. Parents are very appreciative of the hard work of all staff.

GRIMMWAY SCHOOLS STAFF REPORT

Maria Moreno, Counselor at Grimmway Academy Arvin, provided the staff report. Maria shared she has been with Grimmway Academy since the opening in 2011. Maria discussed the Social Emotional Learning (SEL) components and the importance of SEL as a school counselor and parent. Providing a sense of belonging for students to see their friends, especially if those students are not in the same class has been instrumental, along with incorporating SEL curriculum for elementary and middle school scholars. Bi-weekly SEL surveys are sent to students and data is collected to determine a student's social emotional wellness.

FISCAL REPORT – OCTOBER 2020

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

Cindy shared Kern County Superintendent of Schools shared the Special Education prior year revenue and the current 2020-21 Special Education revenue is higher than anticipated. This will result in \$176,000 in total revenue for Arvin and \$193,000 in total revenue for Shafter.

For GA Arvin, Cindy shared the forecasted net income increased to \$1,575,744.

For GA Shafter, the forecasted net income decreased to \$875,290.

For the Home Office, the forecasted net income remained unchanged at \$565,178.

Cindy shared the projected cash flow for GA Shafter will be negative at year-end. Due to the increase in state revenues, there is a chance that Spring deferrals could be eliminated. The Governor's proposal will be forthcoming and will address deferrals.

III. ACTION ITEMS

1. The Directors were presented with the approval of the Purchase Orders and Warrants and Credit Card Register for October 2020 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 Purchase Orders and Warrants and Credit Card Register for October 2020.

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 Grimmway Schools A/B Hybrid Schedule for 20-21 that were considered, and discussed. On a motion duly made by Matt Look, seconded by Manuel Pantoja, and carried, the Board approved via roll call the Grimmway Schools A/B Hybrid Schedule for 20-21.

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 the Amended Grimmway Schools Suicide Prevention Policy 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 Amended Grimmway Schools Suicide Prevention Policy.

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 the Amended Family Educational Rights and Privacy Act (FERPA) Policy 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 Amended Family Educational Rights and Privacy Act (FERPA) Policy.

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 Amended Fiscal Policies and Procedures 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 Amended Fiscal Policies and Procedures.

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 4:56 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 November 30, 2020.

Secretary