

# 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: 4:00 p.m.

Date: March 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; Dr. Monica Jara Guerra, Director of Community Initiatives; Melody Castillo, Accounting Manager; and Stephanie Sanchez, Human Resources Generalist

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; Eduardo Sandoval, Teacher, Grimmway Academy Arvin; and Lisa Fenton, Sous Chef, Grimmway Academy Arvin

Grimm Family Education Foundation Staff present via teleconference: Barbara Grimm Marshall, Founder; RJ Valentino, President; Evelyn Steed, Office Manager

Others Present via teleconference: Kristin Dietz, EdTec, Back Office Provider; Elia Sagasta, Assistant Superintendent, Richland School District; Emma Pereida-Martinez, Assistant Superintendent, Arvin Union School District; Gerado Guzman; Eva Elenes; Ivan and Zion Orozco; Cristina Elias; Araceli Contreras; Paloma Perez; Joel Castaneda; Priscilla Salazar; Deyanira Perez

3. *FLAG SALUTE*

4. *APPROVAL OF MINUTES*

A motion was made by, Jean Fuller seconded by, Matt Look, and passed, to approve via roll call the minutes of the Board meeting dated February 22, 2021.

<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 the federal and state COVID Relief Education Funding. The general operating principles to determining the most effective allocation of these funds - given the funding guidelines for use and associated timelines, include: identifying investments having the greatest likelihood of generating the most effective outcomes for addressing learning loss and improving student learning; identifying investments having the greatest likelihood of generating the most effective outcomes to address the social and emotional impacts on our students as a result of the COVID pandemic, and identifying investments having the greatest likelihood of producing strategic, long-term impacts beyond the timelines in which the funds need to be spent.

The Open Enrollment period recently ended at both Grimmway Academy campuses. The challenges throughout the Open Enrollment period were in identifying the most effective ways to connect with prospective students in our respective communities without being able to hold or attend events in person. Public random drawings will be done at both

campuses the third week in April via Facebook live. The link will be posted on both schools' websites as well as distributed to all families who submitted an application.

There are twenty-two Kindergarten spaces available at Grimmway Academy Arvin and twenty-nine Kindergarten spaces available at Grimmway Academy Shafter. Grades first through third and grades fifth and sixth will require a lottery for Grimmway Academy Arvin. Grades first through fifth will require a lottery for Grimmway Academy Shafter.

Grimmway Schools continues to implement a Strategic Growth Initiative, including model expansion and network capacity growth. The high school project is focused on providing a high school option for students which leverages the location of the new Bakersfield College Southwest site on the CSUB campus while building professional capacity with the Alder Graduate School of Education.

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

Mike Romero, Chief Operating Officer, provided the Operations and Human Resources (HR) updates. Mike shared, as of March 15<sup>th</sup> renewal meetings were occurring with teachers who will be returning next year. These meetings help provide an understanding of where the teaching staff would like to be placed in the coming year.

On the benefits side, COVID testing provider (VIPMd) provided a limited number of vaccines to staff on-site in early March. A number of employees had already received the vaccine via Kern County Superintendent of Schools (KCSOS); however, we were able to accommodate everyone who was interested. The second round of on-site vaccines is scheduled for early/mid-April.

Mike shared the first round of budget meetings have been completed for both school sites. High level topics include facilities/infrastructure needs (post-COVID), technology enhancements, education software, curriculum and textbook needs, property and liability insurance, payroll, and benefits.

Kick-off meetings have commenced with the new Student Information Systems (SIS) provider, Infinite Campus. Adam Alvidrez, Director of School Operations, is leading the implementation process.

Both school sites are participating in stakeholder engagement meetings to solicit feedback for the Local Control Accountability Plan (LCAP). The feedback collected will be used to align with the three main goals identified in the LCAP, and help to shape possible new action steps that will help to improve service delivery for our scholars and families, especially for foster, homeless, and migrant student populations. Each school's LCAP is due by July 1, 2021.

The annual Oversight Review process is underway, with home office staff collecting the necessary compliance documents to facilitate the process. This year, the annual reviews are virtual, and are scheduled for May.

Mike shared a newly formed partnership with the Kern County Children's Dental Health Network, which falls under the Kern County Superintendent of Schools (KCSOS) umbrella. The Dental Health Network is funded by First 5 Kern, and Proposition 10 and allows for free dental health screenings and oral health examinations for children 0-5 years of age. Arvin's dental health screening day is scheduled for April 21st, and Shafter's dental health screening day on April 28th.

Dr. Wendy Creek, Chief Academic Officer, shared the second half of 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.

As of March 17<sup>th</sup>, there are currently 486 scholars participating in Cohort D, 127 from Shafter (608 on campus) and 349 from Arvin (464 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 three open enrollment virtual meetings for the 2021-2022 school year have been held and were well attended. Ninety-seven applications were returned for enrollment.

Brook shared the outcome of the LCAP stakeholder engagement meetings. The feedback collected during the meetings included: more assistance with instructional technology (Google Classroom); increased frequency of scholar progress reports and parent/teacher conferences; and allocating funding for competitive extracurriculars (Sports, Robotics, Chess, etc.)

*PRINCIPAL'S REPORT-Grimmway Academy Arvin*

Hurshel Williams, Principal of Grimmway Academy Arvin, shared three open enrollment virtual meetings have also occurred in the Arvin and Lamont communities, along with posters and flyers in fourteen identified locations, to expand the outreach efforts to include Migrant as well as Foster or Homeless families.

Hurshel shared LCAP stakeholder engagement meetings are also being held, first within the Grimmway Academy Arvin community, focusing on the following groups: Star Parents of Grimmway Academy (SPGA); English Learner Advisory Committee (ELAC); Parents At Large (GAA Parent Information Meeting); and Grimmway Academy School Site Council.

*ARVIN AND SHAFTER PARENT REPORT*

Matt Look, President of Star Parents of Grimmway Academy (SPGA) shared a new fundraiser will be introduced before the end of the school year and the group is working on fundraising efforts for the 2021-2022 school year.

## GRIMMWAY SCHOOLS STAFF REPORT

Eduardo Sandoval, First Grade Teacher, Grimmway Academy Arvin, shared the staff report. A virtual book fair was held in March and over 2,400 books were sold. A virtual family night included arts and craft and book reading by staff. Bank of America financial literacy and ESY cooking classes were also held. Supplies for projects were provided for grades sixth through eighth with their lunch pick-up. Hurshel shared that Mr. Sandoval is also the chair of the Grimmway Academy Arvin School Site Council and has done a wonderful job leading the council.

## FISCAL REPORT – February 2021

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

Kristin shared a COVID funding cheat sheet, showing all eight funding sources, resource codes and the timeline for each funding source. Kristin shared the \$2 billion In-Person Instruction Grant and \$4.6 billion Expanded Learning Opportunities requirements to ensure tracking of funds and reporting.

For GA Arvin, Kristin shared the forecasted net income decreased to \$1,399,689.

For GA Shafter, the forecasted net income increased to \$767,669.

For the Home Office, the forecasted net income remained unchanged at \$537,619.

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

Manuel Pantoja asked why Arvin received more money than Shafter from the funding sources. Kristin stated that the amounts are based on the following: Local Control Funding Formula (LCFF), this school year's average daily attendance (ADA) and Title I funding. Casey also pointed out that Shafter is K-7, while Arvin is K-8. Next school year, Shafter will be at full capacity with an eighth grade.

### III. ACTION ITEMS

1. The Directors were presented with the approval of the Purchase Orders and Warrants and Credit Card Register for February 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 Purchase Orders and Warrants and Credit Card Register for February 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 2020 403(b) Plan Audit 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 2020 403(b) Plan Audit.

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 2<sup>nd</sup> Interim Financial Report for GA Arvin 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 2<sup>nd</sup> Interim Financial Report 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 2<sup>nd</sup> Interim Financial Report for GA Shafter 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 2<sup>nd</sup> Interim Financial Report 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 E-Rate Vendor for GA Arvin and GA Shafter that were considered, and discussed. On a motion duly made by Jean Fuller, seconded by Matt Fuller, and carried, the Board approved via roll call the E-Rate Vendor for GA Arvin and GA Shafter.

<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			

6. The Directors were presented with the approval of GA Arvin’s Health & Wellness Policy 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 GA Arvin’s Health & Wellness Policy.

<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			

7. The Directors were presented with the approval of GA Shafter’s Health & Wellness Policy 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 GA Shafter’s Health & Wellness Policy.

<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			

8. The Directors were presented with the approval of Kindergarten Early Admission for GA Arvin that were considered, and discussed. Ernie asked if Grimmway Schools would be changing the date of eligibility for students to start Kindergarten. Education Code states students must be five years old by September 1st. Casey stated we will not be changing the eligibility date. This specific action item is for one individual student. On a motion duly made by Jean Fuller, seconded by Ernie Unruh, and carried, the Board approved via roll call the Kindergarten Early Admission for GA Arvin.

<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			

9. The Directors were presented with the approval of Declaration of Need for Fully Qualified Educators for GA Arvin 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 Declaration of Need for Fully Qualified Educators for GA Arvin.

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

10. The Directors were presented with the approval of Declaration of Need for Fully Qualified Educators for GA Shafter 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 Declaration of Need for Fully Qualified Educators for GA Shafter.

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

11. The Directors were presented with the approval of Re-authorization to Contract with KQ Management Inc. 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 Re-authorization to Contract with KQ Management Inc.

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

12. The Directors were presented with the approval of Authorization of CSUB Clinical Practice Agreement Retroactive to July 1, 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 Authorization of CSUB Clinical Practice Agreement Retroactive to July 1, 2020.

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

13. The Directors were presented with the approval of Authorization of CSUB Intern Program Agreement Retroactive to July 1, 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 Authorization of CSUB Intern Program Agreement Retroactive to July 1, 2020.

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

14. The Directors were presented with the approval of 403(b) Match Affirmation for 2020-2021 that were considered, and discussed. On a motion duly made by Matt Look, seconded by Jean Fuller, and carried, the Board approved via roll call the 403(b) Match Affirmation for 2020-2021.

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

15. The Directors were presented with the approval of Grimmway Schools Name Change Effective for the 2021-2022 School Year that were considered, and discussed. CEO, Casey Yeazel shared a PowerPoint with the board, highlighting the renaming and identity rebranding changes. On a motion duly made by Ernie Unruh, seconded by Jean Fuller, and carried, the Board approved via roll call the Grimmway Schools Name Change Effective for the 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			

16. The Directors were presented with the approval of Grimmway Academy Arvin Name Change Effective for the 2021-2022 School Year that were considered, and discussed. CEO, Casey Yeazel shared a PowerPoint with the board, highlighting the renaming and identity rebranding changes. On a motion duly made by Matt Look, seconded by Jean Fuller, and carried, the Board approved via roll call the Grimmway Academy Arvin Name Change Effective for the 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			

17. The Directors were presented with the approval of Grimmway Academy Shafter Name Change Effective for the 2021-2022 School Year that were considered, and discussed. CEO, Casey Yeazel shared a PowerPoint with the board, highlighting the renaming and identity rebranding changes. On a motion duly made by Ernie Unruh, seconded by Jean Fuller, and carried, the Board approved via roll call the Grimmway Academy Shafter Name Change Effective for the 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			

**IV. ADJORNMENT**

On a motion the board adjourned at 5:05 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 ten (10) pages are the minutes of the meeting of the Board of Directors held on March 22, 2021.

  
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 Secretary