



Good Foundations Academy

## ***Board of Directors Meeting***

*August 11, 2025*

*5:00 PM*

### **Attendees**

**Board of Directors:** Jamie Walker, Jed Daily, Steve Hepburn-absent, Tom Koehler-absent, Micah Olson-absent, Heather Baker, Suann Pledger

**GFA Executive Director:** Lisa Erwin

**GFA Business Manager:** Rich Eccles

**Guests:** Wendy Anderson, Talaya Vander Wal – Co-Presidents of the Guardian Committee

**Prayer:** Jed Daily

**Minutes by:** Kathy Richins

### **Approval of Minutes** –

- Jed made a motion to accept the June 9, 2025 Board meeting minutes as written, Heather seconded, all voted in favor, motion passed.

### **Open Forum/Updates** – None

**Guardian Committee Update** – Wendy and Talaya updated the Board on the Guardian Committee and what they have done, so far, this year. Welcome back gifts for staff were given out on the first day. The Pastries with Parents event was well attended. Fund raiser will be a fun run and the Committee opted to do it themselves.

**Business Administration** – The Finance Committee met and reviewed the June transactions.

- Finance & Accounting Report – Month Ending: June 30, 2025
  - Summary: The surplus was larger than anticipated, primarily due to lower-than-expected wage expenses and completion of the new playground being pushed to the new fiscal year.
  - Reporting: None
  - Balance Sheet: Days Cash on Hand – 363 (increase of 5 days from prior month)
  - Income Statement:
    - Line 226 – Chromebook purchase for FY25 Digital Teaching Grant
  - Action Items – none

Heather made a motion to accept the June 30, 2025 Finance & Accounting Report as presented, Jed seconded, all voted in favor, motion passed.

- Finance & Accounting Report – Month Ending: July 31, 2025
  - Summary: With the new year comes a new budget which, when calculating days cash on hand, gives the school a drop of 33 days cash on hand.
  - Reporting:
    - Uploaded FY25 Final & FY26 Budget to UPEFS & State Auditor
    - Uploaded FY25 Q4 transparency file to State
    - Uploaded CY25 2<sup>nd</sup> Qtr Payroll data to IRS and Sate

- Uploaded FY25 Money Management Council Report to State Auditor
- Balance Sheet: Days Cash on Hand – 330 (decrease of 33 days from prior month)
- Income Statement:
  - Line 040 – Land Trust Grant pays 100% in July
  - Line 205 – Renewed education software licenses for new school year.
- Action Items:
  - Conflict of Interest Forms – Rich gave an overview of the Conflict-of-Interest form, and each Board member, that was present, signed and submitted their form. Rich will follow up with the absent Board members.
  - Required Board Trainings – Reported below in “Other” agenda item.
  - Rich brought up a discrepancy between the Employee Handbook and the Benefits Guide, and when a newly hired employee receives benefits. The Board discussed what would be in the best interest of the employee and what wording needs to change in the handbook. Rich will find the answers to the questions that were asked, and further discussion will be at the next meeting.

Suann made a motion to accept the July 31, 2025 Finance & Accounting Report as presented, Jed seconded, all voted in favor, motion passed.

### **Administrative Update – Executive Director’s Report**

- Enrollment – GFA enrollment on August 11, 2025 was 456 students.
- Academic Report –
  - All teachers participated in Professional Development the week of August 4<sup>th</sup>
  - New student testing for 1<sup>st</sup> through 6<sup>th</sup> grades was completed July 17<sup>th</sup>
  - Kindergarten teachers completed New Student testing on July 31<sup>st</sup> and August 1<sup>st</sup>.
  - Acadience/DIBELS Beginning of the Year (BOY) testing begins August 25<sup>th</sup>
  - Minimum supports for Tier 2 start during the week of September 1<sup>st</sup>.
- Facilities – Summer 2025, Over the summer, the following improvements were made to the facilities:
  - Gym floor was refinished.
  - First floor hallways were painted.
  - Select classrooms were painted.
  - Carpets in all classrooms were cleaned.
  - Hallways were waxed.
  - Overhead/ceiling classroom light covers replaced in many classrooms.
  - Fire doors and the 1<sup>st</sup> through 3<sup>rd</sup> grade student bathrooms doors were stained.
  - All metal blue doors in school were painted (gym, upper grade bathrooms, etc.)
  - New cameras and microphones were installed.
  - New door locks on all classrooms were installed.
  - New playground equipment on large field was installed.
- Curriculum Purchases – None
- Upcoming Events – the upcoming events scheduled from August 4<sup>th</sup> through September 29<sup>th</sup> were reviewed.

### **Policy/Strategic**

- Cyber Insurance – Jamie asked Brandon to get the information needed for a policy, to discuss next month.
- Artificial Intelligence Policy – Lisa explained the new policy.
  - Heather made a motion to accept the Artificial Intelligence Policy as written, Jed seconded, all voted in favor, motion passed.
- Toilet Training Policy (previous title-Kindergarten Toilet Training Policy) – policy is now for all students.
  - Jed made a motion to accept the Toilet Training Policy as written, Suann seconded, all voted in for, motion passed.
- Volunteer Policy – Lisa explained the new wording needed for the policy. The updated policy will be reviewed at the next meeting.

- Meal Charge Policy – Beginning with the 2025-26 school year, GFA will not charge a rate for reduced lunch, per House Bill 100.
  - Jed made a motion to accept the GFA Meal Charge Policy as written, Heather seconded, all voted in favor, motion passed.
- Administration of Medication in School – Lisa reviewed the changes to the policy.
  - Jed made a motion to accept the Administration of Medication in School Policy as written, Suann seconded, all voted in favor, motion passed.
- Website Privacy Notice (previous title-Privacy Policy Statement) – Lisa explained the commitment to protecting website privacy.
  - Jed made a motion to accept the Website Privacy Notice as written, Heather seconded, all voted in favor, motion passed.
- Early Learning Plan – Lisa reviewed the Early Learning Plan submitted for Kindergarten and Grade 3 and reviewed the goals and measures.

### **School Environment**

- Building Maintenance – Lisa reviewed the facility improvements in her report.
- School Safety – Lisa reviewed the facility improvements in her report.
- Fundraising Goals – Lisa is sending out a survey to gather ideas on how to use the fundraising money.
- Board member walk-through – None

**Other** – All Board Members (except Micah) have completed their required training. Lisa will follow up with Micah.

- Audit training completion module 1
- Audit training completion module 2
- Trust LAND Council training completion
- Open Meeting Training completion
- District Training

Suann made a motion to close the meeting at 6:25 PM, Heather seconded, all voted in favor, meeting adjourned.

**Next Meeting:** Monday, September 8, 2025, at 5:00 PM at Good Foundations Academy