



Good Foundations Academy

Board of Directors Meeting

October 13, 2025

5:00 PM

Attendees

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

GFA Executive Director: Lisa Erwin

GFA Business Manager: Rich Eccles

Prayer: Tom Koehler

Minutes by: Kathy Richins

Approval of Minutes – August 11, 2025 and September 8, 2025 Board meeting minutes will be approved at the November meeting.

Open Forum/Updates – None

Guardian Committee Update – Jamie gave an update for the Guardian Committee. The Mario Fun Run raised approximately \$28K for the school. The Trunk and Treat was well attended with 650 people.

Business Administration – The Finance Committee met and reviewed the September transactions, bank statements, and reconciliations.

- Finance & Accounting Report – Month Ending: September 30, 2025
 - Summary: Days cash on hand decreased as the invoices for the new playground were paid.
 - Reporting:
 - Uploaded FY25 Payroll data to the Transparency website
 - Submitted FY25 Financial data to Utah Public Education Financial System
 - Submitted Classified Personnel report and SHiNE data to USBE
 - Balance Sheet: Days Cash on Hand – 331 (decrease of 11 days from prior month)
 - Income Statement:
 - Line 058 – State Substance Abuse grant funds received
 - Line 138 - Progress billing from external auditors
 - Line 173 – Utah Risk Management coverage was higher than expected
 - Line 173 – Liability & Property insurance paid 100%
 - Line 222 - Playground

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

Administrative Update – Executive Director’s Report

- Enrollment – GFA enrollment on September 8, 2025 was 445 students.
 - Since the last Board meeting, GFA unenrolled 10 students.

- Three students transferred due to student's best interest; one student transferred to Syracuse Arts Academy due to transportation issues; one student moved to Oklahoma; one student moved to Texas; one student moved to Morgan and transferred to Mountain Green Middle School; one student transferred to their old school because they were unable to sell home; and two students transferred to homeschool.
 - Since the last Board meeting, GFA has not enrolled any new students.
 - Current enrollment, as of October 13, 2025 is 435.
- Discipline/Behavior
 - There were 5 major referrals for discipline in September 2025: four referrals were for disrespect and one referral was for theft.
 - There were 2 student suspensions: Both suspensions were out-of-school suspensions. One suspension was for disrespect, and one suspension was for fighting.
- Attendance
 - Average daily attendance in September 2025 was 94.53%
 - Average tardy rate was 2.56%
- Curriculum Purchases – None
- Upcoming Events – the upcoming events scheduled from October 13th through November 13th were reviewed.

Policy/Strategic

- Data Governance Plan – Lisa presented the plan to the Board for review and reported on who is on the advisory committee.
- Hotline Complaint Policy – The State of Utah has a Hotline Complaint Policy and GFA is required to have a policy on how the school responds to and resolves Utah State Board of Education (USBE) public education hotline complaints, and have the telephone number listed on the website.
 - Steve made a motion to approve the Hotline Complaint Policy as written, Jed seconded, all voted in favor, motion passed.
- Network Use Policy – Lisa reviewed the new policy with the Board for employees to sign a Network Use Policy as stated in the Employee Handbook.
 - Steve made a motion to approve the Network Use Policy as written, Tom seconded, all voted in favor, motion passed.
- Firearm Safety – Jamie sent out two videos for the Board to review. Lisa reviewed the new House Bill 104 that addresses firearm safety instruction in public schools, and the plan going forward.

School Environment

- Building Maintenance –
 - The logo sign on the building was redone.
 - Brandon will work with the Fire Marshall to get a waiver for the cafeteria door to be locked with a key.
 - A gate was installed on the back fence.
 - Rain leaks – a volunteer sealed a problem spot on the roof and it seems to have fixed the rain leaking into the gym and classroom.
- School safety – no updates
- Board Member Walk-Through – None

Other: Christmas Party, December 9th at 5:30pm at the Timbermine.

Tom made a motion to close the Board meeting at 5:48pm, Steve seconded, all voted in favor, meeting adjourned.

Next Meeting: Monday, November 10, 2025, at 5:00 PM at Good Foundations Academy