



Good Foundations Academy

Board of Directors Meeting

November 10, 2025

5:00 PM

Attendees

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

GFA Executive Director: Lisa Erwin

GFA Business Manager: Rich Eccles

Guest: Ben Banks

Prayer: Tom Koehler

Minutes by: Kathy Richins

Approval of Minutes – Three sets of minutes were reviewed.

- Jed made a motion to approve the August 11, 2025 Board meeting minutes, Suann seconded, Steve and Tom abstained. All other board members voted in favor, motion passed.
- Steve made a motion to approve the September 8, 2025 Board meeting minutes, Tom seconded, Jed and Heather abstained. All other board members voted in favor, motion passed.
- Jed made a motion to approve the October 13, 2025 Board meeting minutes, Steve seconded, Suann abstained. All other board members voted in favor, motion passed.

Open Forum/Updates – The Board discussed the State’s goal to raise the standard of teaching.

Guardian Committee Update –

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

- Finance & Accounting Report – Month Ending: October 31, 2025
 - Summary: Four months in, all budgets are within expectations. At the end of November, the revenues from the State will be adjusted to reflect the October 1st count of 443 versus the 434 which was used to create the initial FY26 budget.
 - Reporting:
 - Medicare Credible Coverage survey submitted to CMS
 - Submitted Q1 Transparency Files to State Transparency Website
 - Q3 payroll reports submitted to IRS and Sate Tax Commission
 - Q3 Division of Workforce Services reporting completed
 - Balance Sheet: Days Cash on Hand – 333 (increase of 2 days from prior month)
 - Income Statement:
 - Line 015 – Spirit Night Fundraiser
 - Line 058 - \$1000 Classified Staff bonus from Legislature
 - Line 078 – First Nation School Lunch payment of the year
 - Line 124 – PEHP Health Insurance payment for September & October
 - Line 154 – Includes \$1,905 for repair of leaking fire sprinkler pipe

- Action Item: The Board Audit Committee will receive the FY25 audit and should be prepared to review it for the next board meeting.

Steve made a motion to accept the October 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 October 13, 2025 was 435 students.
 - Since the last Board meeting, GFA unenrolled 3 students who moved out of state.
 - Since the last Board meeting, GFA has not enrolled any new students.
 - Current enrollment, as of November 10, 2025 is 432.
- Discipline/Behavior
 - There were 2 major infraction referrals for October 2025: one referral was for disrespect, and one referral was for inappropriate touching.
 - There were 2 student suspensions: Both suspensions were for disrespect.
- Attendance
 - Average daily attendance in October 2025 was 93.51%
 - Average tardy rate was 2.54%
- Curriculum Purchases – None
- Academic Report – Students continue to be progressed monitored and teachers are preparing for MOY testing which begins after Thanksgiving break.
- Upcoming Events – the upcoming events scheduled from November 4th through January 2nd were reviewed.

Policy/Strategic

- Paid Parental and Postpartum Recovery Leave – Changes were made to the policy, to distinguish contract days versus calendar days. The Board decided on calendar days.
 - Steve made a motion to approve the Paid Parental and Postpartum Recovery Leave as amended, Jed seconded, all voted in favor, motion passed.
- Video Surveillance Policy – the Board reviewed the changes to the policy.
 - Heather made a motion to approve the Video Surveillance Policy as amended, Tom seconded, all voted in favor, motion passed.

School Environment

- Building Maintenance – Repaired a leaking fire sprinkler pipe. A sewer retention system was fixed.
- School Safety – no updates
- Board Member Walk Through – Heather reported on her walk through, and was impressed with the well-behaved students. Steve reported on his walk through and was also pleased with the well-behaved students and how they are following the expectations of the school.

Other:

- LEA Specific Approval – Tessa Taylor, new Librarian, the Board agreed she is competent to run the Library.
 - Steve made a motion that GFA grant Tess Taylor an LEA Specific license as a Librarian, Jed seconded, all voted in favor, motion passed.
- Christmas Party – The party is on Tuesday, December 9th at 5:30pm. Board should arrive at 5pm with the raffle prizes.
- New Board Members – a potential new board member has shown interest. The board will review the resume and schedule an interview.

Tom made a motion to close the Board meeting at 6:10pm, Steve seconded, all voted in favor, meeting adjourned.

Next Meeting: Monday, January 12, 2026, at 5:00 PM at Good Foundations Academy