

Gateway Academy School Board Meeting Agenda
Thursday, March 28, 2024, 6:00 PM – 8:00 PM
Location: Gateway Preparatory Academy, Cedar City, UT (Library)
<https://uetn-org.zoom.us/j/83450015149>
Meeting ID: 834 5001 5149

Mission Statement: *Our mission is to provide children with an individualized education emphasizing practical life skills and demonstrations of student learning in a safe, respectful, and supportive environment*

Agenda Items	Presenter	Materials/Notes	Time
Call to Order	Brittany Jensen		1 min
Public Comment	Public Attendees		5 min
Consent Calendar Other Board Business (Board Summer Retreat, New Board Member, Land Trust Council signatures)	Brittany Jensen	February 22 Minutes	3 min
Exhibit A Review/Amendment	Dave Armour	Exhibit A	10 min
Financial report Annual program report	Ada Munk	Financial Report	20 min
Director's Report	David Armour	Director's Report	10 min
Scoreboard Training/Financial Metrics	Ada Munk	PowerPoint	5 min
990 Review	Ada Munk	990 Report	2 min
Fraud Risk Assessment	Ada/Dave	Fraud risk Assessment Report	5 min
Audit Committee Review Report	Tiffany Scheuerman	Report Link	
Action Items:			
2024-25 School Fees Schedule Approval	Amy Gibson	School Fees	10 min
Montessori Training Proposal	Erin Waldman	Proposal	2 min
Medical and Emergency Information Policy	Amy Gibson	New Format Old Format	15 min
Site Specific License Approval	Amy Gibson	David Cowley -Fine Arts/Visual Arts Endorsement Emilee Clements -secondary license with secondary dance endorsement.	5 min

Discussion:			
Executive Session: In accordance with UCA 52-4-205 (for one or more of the following purposes): to discuss the character, professional competence, or physical or mental health of an individual.			
Action from closed session, if any			

Rules of Procedures:

- All meetings are open to the public and the public is welcome to attend.
- The agenda of each upcoming meeting with draft minutes of the prior meeting will be made available to all council members at least 24 hours in advance, will be posted on the school website and made available in the main office. The agenda will include the date, time and location of the meeting. If School Land Trust is on the agenda, the agenda will be posted 1 week in advance.
- Minutes will be kept of all meetings, prepared in draft format for approval at the next scheduled meeting.
- The board will prepare a timeline for the school year that includes due dates for all required reporting and other activities/tasks that the council agrees to assume or participate in. The timeline will assist in preparation of agendas to be sure the council accomplishes their work in a timely manner.
- The council consists of the governing board of Gateway Preparatory Academy (4/7 parents) as well as the school director.
- The chair conducts the meetings, makes assignments and requests reports on assignments. In the absence of the chair the vice-chair shall conduct meetings.
- The board must have a quorum to vote. A quorum is equal to a majority of board members.
- The board completes a Conflict-of-Interest form annually and the board will follow the conflict of interest policy.
- Meetings shall be conducted, and action taken according to very simplified rules of parliamentary procedure as required in 53G-7-1203(10). Council actions will be taken by motions and voting with votes and motions recorded in the minutes.

Public Comment Procedures:

- Comments are limited to 3 min per individual,
- Personnel matters cannot be addressed during public comment,
- All public comment materials should be shared with the board of directors at least 24 hours in advance,
- The preferred communication method with the board is email: board@gpacharter.org, and
- No board action can be taken on topics addressed during public comment and that are not listed as an action item on the meeting agenda.