

**Gateway Academy School Board Meeting Agenda**
**Friday, June 27th, 2025, 12:00 PM**
**Location: Gateway Preparatory Academy Library**
**Join Zoom Meeting**
<https://uetn-org.zoom.us/j/9231128979>
**Meeting ID: 923 112 8979**

**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	Brittany called the meeting to order at 12:03 p.m. Board members present were Brittany Jensen, Michael Bahr, Amy Bates, Jessica Clark, and Diana Girtain. Staff in attendance and presenting at the meeting were Dave Armour, Amy Gibson, and Ada Munk.	1 min
Public Comment	Public Attendees	No public comment	5 min
Consent Calendar	Brittany Jensen	Michael made a motion to approve the consent calendar, Jessica seconded, all were in favor and the motion passed.	3 min
Director's Report	David Amour	Dave reviewed enrollment. Waiting list in most grades. Great to see number of Gateway students at high school senior award graduation ceremonies. School is fully staffed. Expansion committee is getting loan information taken care of.	15 min
Conflict of Interest Signatures	David Armour	Dave requested conflict of interest forms to be completed by all board members.	5 min
Finance Report	Jonada Munk	Budget revision and finalizing budget is really the final step of the year.	15 min
<b>Action Items:</b>			
School Rules of Order	David Armour	Changes to parental majority on board and school trust. Jessica made a motion to approve the School Rules of Order, Diana seconded, all were in favor, and the motion passed.	
Staff Code of Conduct	David Armour	Dave reviewed the policy. Diana made a motion to approve, Jessica seconded, all were in favor, and the motion passed.	
Student Discipline Policy	David Armour	Once again, changes made to align with state policy. There was brief discussion on the discipline policy, followed by a motion to approved from Diana. Michael	

		seconded the motion, all were in favor, and the motion passed.	
Acceptable Use Policy	Amy Gibson	Brittany mentioned that the Data Governance Program mentioned in the policy still needs to be posted on the website. Diana moved to approve the Acceptable Use Policy, Michael seconded, all were in favor, and the motion passed..	
Conflict of Interest Policy	Amy Gibson	Jessica moved to approve the Conflict of Interest Policy, Michael seconded, all were in favor, and the motion passed.	
Instructional Materials Policy	Amy Gibson	Diana made a motion to approve the Instructional Materials Policy, Jessica seconded, all were in favor, and the motion passed.	
Original 2025-2026 Budget approval Final 2024-25 Budget approval	Ada Munk	<p>Not many changes from last board meeting. Still some pending things that are in the air, but need to approve original budget by end of the month, and we can amend the budget mid-year and/or discuss at board meetings the items that may arise during the year.</p> <p>Michael made a motion to approve the Final Budget for 2025 and the original budget for 2026. Jessica seconded, all were in favor, and the motion passed.</p> <p>Diana made a motion to adjourn, Jessica seconded. Votes were as follows: Michael, yes; Diana, yes; Jessica, yes.</p> <p>Meeting adjourned at 12:34 p.m.</p>	
<b>Discussion:</b> Executive Session: In accordance with <a href="#">UCA 52-4-205</a> (for one or more of the following purposes): <i>to discuss the character, professional competence, or physical or mental health of an individual.</i>			
<b>Action from closed session, if any:</b>			

**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](mailto: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.