

Gateway Academy School Board Meeting Agenda
Thursday, September 25, 2025, 06:00 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	Amy Arnold	The board meeting was called to order by Amy Arnold at 6:14 p.m., with board members Amy Arnold, Michael Bahr, Roger Carter, Paul Dail, Diana Girtain, and Jessica Walker in attendance. Staff members in attendance and presenting at the meeting included Dave Armour and Ada Munk.	1 min
Public Comment	Public Attendees	Paul mentioned that several board members still need to complete the Open and Public Meeting Act training and submit the PDF of completion.	5 min
Consent Calendar	Amy Arnold	Michael moved to approve the Aug. 28 minutes, Diana seconded, all were in favor, and the motion passed.	3 min
Exhibit A Review (schedule overview)	Roger Carter	Roger discussed section 6g regarding student growth and asked Dave how the school was doing in this area. Dave responded that they are constantly looking at data and lauded Erin Waldman and other members of the administrative team. Roger mentioned the academic progress dashboard discussed at the summer strategic planning meeting and that focuses on key growth and development. There was discussion of goals as related to the School Land Trust Plan and some infographics the administration has developed and displayed at the school related to those goals and others. Roger said he is excited about carving out some time at future board meetings for good discussions not only about standardized testing but other criteria that the board determines are important to implement, especially with Montessori.	5 min
Director's Report	David Armour	Dave presented his Director's Report, which included enrollment totals that were split into on-site students and distance education students. He said the loss of a considerable number of online students was expected because many families who had both applied for the Utah Fits All scholarships and were also working with OpenEd ended up taking advantage of the scholarships, which weren't awarded until later than anticipated this year. However, he said that the budget that was previously presented and approved by the board accounted for 500 students, and the school is currently at approximately 1,700. On-site student counts are around the same place as this time last year. Dave also mentioned upcoming events, highlighting the Shakespeare Competition, where we are the only area middle school to compete,	15 min

		and the Fall Carnival/Trunk or Treat with Boys & Girls Club and PTO. He also discussed the implementation of the “class bank” incentive program for middle school students, which has elements of PBIS but also Montessori practical life skills and which has been a great success so far. In general, he said the great start to the year has been continuing, with a few discipline issues but nothing that has deterred from the positive environment and goals to raise the bar. He said the school is fully staffed, and lots of math mentors have been hired. Projects that still need to be completed using the safety grants include the new roof, lights, and some parking lot repairs. For the Expansion Committee report, Dave said the school is still moving forward. Financing options originally mentioned at the August board meeting are still pending the Oct. 1 enrollment numbers, and discussion is moving forward regarding the road/easement west of the existing building.	
Finance Report	Jonada Munk	Finance Report Ada presented the finance report for the period ending July 2025. With school not yet in session, not much for salary or benefits expenses, but there are items related to getting ready for the school year, such as ordering supplies and curriculum. The Finance Department has been spending time on upcoming audits. Regular external is going well. Single audit will happen after that. Ada said they are also working on accounting software upgrades and remote timeclock. Goal is to have a digital platform everyone can use, as well as providing a better way to track data and update employee records, agreements, and contracts. Better communication in general. Enrollment is a lot higher than anticipated. Ada said it’s more than just student counts but there is considerable other data and demographics that need to be taken into account, and higher enrollment means more possible room for error and fluctuations in funding. There will be a meeting with the state mid-November, and the board will know what the funding looks like at the December meeting. There was a reiteration of the expansion project financing issues brought up at the August board meeting and a discussion regarding the best way to fund the project, but the general consensus was that it was most prudent to see what the numbers look like once enrollment stabilizes a little more. There was also a discussion about the limitations and restrictions revolving around the school’s existing USDA loan, including seeking a financial advisor who might give input regarding possible options to restructure the loan. Ada said they had done preliminary work with a couple of different advisors.	10 min
School Land Trust Training	David Armour	Dave requested that the board members watch the short training video before next meeting.	

Action Items:			
Board Member Swearing-In	Amy Arnold	Diana gave the recommendation for the new board member. She mentioned that the committee had interviewed several candidates and really appreciated talking with Diana Salazer and that she seemed very supportive of the school, admin, and mission. Diana S. introduced herself and said she is a mother of six children, five of whom attend GPA. Paul motioned to approve Diana S. as the new board member, Diana G seconded the motion, all were in favor, and the motion passed.	
Board Member Elections	Amy Arnold	Paul nominated Michael as board chair, Roger seconded, all were in favor, and the motion passed. Jessica nominated Diana as vice chair, Michael seconded, all were in favor, and the motion passed. Amy nominated Paul as board secretary, Jessica seconded, all were in favor, and the motion passed. Jessica nominated Roger as board treasurer, Michael seconded, all were in favor, and the motion passed. Michael assumed board chair responsibilities for the remainder of the meeting.	5 min
Third Party Provider's Asset Policy	Amy Gibson	Dave presented the policy, which he said is an entirely new requirement from the state. He said Gateway's only current third-party provider is OpenEd for the distance education program. Roger commented that data privacy is affecting every public entity in the state and that the school should anticipate a number of policies that will be rolled out. Paul made a motion to approve the Third Party Provider's Asset Policy, Diana G. seconded, all were in favor, and the motion passed.	10 min
Student Discipline Policy	Amy Gibson	Dave said this was an existing policy with modifications related to state-mandated behavior training to ensure the school is handling student behavior appropriately. There was discussion regarding the portion related to staff and student debriefing after an incident, with Amy stating that she believes it is a very important part of the process. She also volunteered to be the parent member of the new Emergency Safety Interventions (ESI) committee. Diana G. moved to approve the Student Discipline Policy, Paul seconded, all were in favor, and the motion passed.	10 min
Fundraising Policy	Amy Gibson	The Fundraising Policy was tabled. There was no executive session. Paul made a motion to adjourn, Jessica seconded it. Voting went as follows: Roger - yes, Diana S. - yes, Paul - yes, Amy - yes, Jessica - yes, Diana G - yes. Meeting adjourned at 7:31 p.m.	10 min

Discussion: Executive Session: In accordance with UCA 52-4-205 (for one or more of the following purposes):			
Action from closed session, if any:			

Rules of Procedure:

- 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 (Two Parent Majority or 5/7 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.