



**Gateway Academy School Board Meeting Agenda**  
**Thursday, April 30th, 2026, 06:00-8:00 PM**  
**Location: Gateway Library**  
**Join Zoom Meeting**

<https://gpacharter-org.zoom.us/j/87548930995?pwd=MmxsoaUpDLzltkoGFw18GhQpuSjcek.1>  
**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	Michael Bahr	The board meeting was called to order by Michael Bahr at 6:09 p.m., with board members Amy Arnold, Paul Dail, Diana Girtain, Diana Salazar, and Jessica Walker in attendance. Staff members in attendance and presenting at the meeting included Dave Armour, Jonada Munk, and Amy Gibson.	1 min
Public Comment	Public Attendees	No public comment	5 min
Consent Calendar	Michael Bahr	Diana G. separately moved to approve the Feb. 26 and April 2 minutes, Paul seconded both motions, all were in favor, and both motions passed.	3 min
Exhibit A Review (schedule overview)	Jessica Walker	Exhibit A and board walkthrough was postponed until next month.	5 min
Board Member Elections	Michael Bahr	Michael discussed the Board Member Terms, which will need to be addressed soon. He mentioned that our bylaws require a two-parent majority. He said he would like to have some formal process in place to address the transition between board members.  Ada said there are primarily two expired terms: Paul and Roger.  Amy G. said she will move the message forward about seeking interested parents via email and social media.	10 min
Director's Report	David Amour	<a href="#">Report</a>  Dave presented his Director's Report, starting with enrollment, which he said is holding steady.  Michael asked if the OpenEd program is going well, to which Dave replied that they will be ready for next year with less surprises and that the program should keep a majority of the current enrollment.  Dave discussed parent-teacher conferences, which were at 98%. He also discussed other events that had transpired, including Love of Reading Week, the success of Kindergarten Open House, and the current waiting list, adding that as a result, they haven't made a concerted effort to push for more enrollment but will do so next year with more progress on the new building. He also complimented the middle school performance of "Shrek."  Facilities projects are moving forward with anticipated completion by June	10 min



		<p>30 for projects that are part of the original safety grant.</p> <p>Finally, he said the school is in the middle of RISE testing, and administration will hopefully start reporting on that at the next meeting.</p>	
Expansion Committee Report	Amy Gibson	<p>Amy G. went over the Expansion Committee Report updated numbers, which she said haven't shifted too much. She also gave an update on the Early Childhood Program, including providing the school's current options as per the SCSB and state Attorney General. Essentially preschool will fall under childcare licensing, and the two options are to create our own 501(c)(3) preschool or find a local preschool looking for a space to rent. The latter is the direction the school is moving, having started communication with someone in the community and drafting a partnership agreement, which will be brought to the May meeting.</p> <p>Michael asked about the goals of the preschool program, to which Amy G. said it would be a feeder into our school while ensuring kids are ready to enter kindergarten, and that we would maybe absorb as a 501(c)(3) in the future.</p> <p>There was discussion regarding the effort behind making the preschool happen, with Amy A. asking if it was going out of our lane. The general consensus among other board members and administration is that it was part of our original expansion plan and worth exploring because of lack of opportunities elsewhere.</p> <p>Amy G. also presented the Budget Timeline, which she said was the explanation of the questions previously asked in the February board meeting, to which Michael responded that he felt like it was a very clear depiction of how we got to where we are.</p>	10 min
Health Assurances Report	David Armour	<p>Dave provided the Health Assurances Report, which requires an inclusion of the stats every other year. The report discussed what GPA does for its maturation program.</p>	5 min
Finance Report Quarterly APR Report	Ada Munk	<p>Ada said she really wanted to focus on the last few months since January and February, when they started their budgeting and planning work. Schools get legislative estimates in April, which provide an idea of revenue, and then they meet with the school departments and discuss needs for the next year. This year was a little different with the new building. Revenues larger than budgeted in June as a result of drastic increase in OpenEd enrollment. This also comes with increased OpenEd billing. There will be a budget hearing in May.</p> <p>Ada also said they are working on improving systems and making them digital to make it easier for audit purposes.</p> <p>Gateway will be presenting at the State Charter Conference on how to implement internal controls. Also working with a few task forces surrounding state revenue streams. One is in hopes of getting more funding for administrative costs at a charter level. Another is the idea to develop a regional educational service agency, allotting about \$500K to</p>	10 min



		<p>charters to have their own RESA. GPA is happy with SEDC partnership but supportive of charters that don't have similar opportunities.</p> <p>Michael said the school values the extra revenue from OpenEd and appreciates Ada's conservative approach with spending but asked if she had any concerns. Ada mentioned another recent bill passed by the Utah Legislature that requires GPA to have its own recruited teachers to oversee and monitor the program. She said there will be more information to come that may result in additional instructional expenses.</p> <p>Ada also introduced the quarterly Annual Program Report, which represents a snapshot of how and if we appropriately spend our funding. Board reviews this report as part of internal controls but also the audit committee comes and checks to confirm.</p>	
FY26-27 Budget Hearing	Dave Armour	<p>Dave presented the preliminary Director Budget for next year. As with last year, won't have the full public budget hearing until May, but he gave a summary of four of the proposed compensation budget amendments:</p> <ul style="list-style-type: none"> <li>- 4% average staff salary increase</li> <li>- Continued legislative licensure support</li> <li>- For health benefits, keeping the benefits the same but shopping around with other providers as a result of premium increase; also proposing to increase employer contributions for those who elect HRA</li> <li>- For retirement, keep 4% match, 6% gift.</li> </ul>	5 min
UCA-P Charter Framework	Ada Munk	<p>Ada discussed the UCA-P Charter Framework. State Charter Board conducts academic and financial reviews. For financial, this includes long term and short term metrics. Basically, is the school being smart with how it is spending funding? If more than two metrics are red flagged, the board is contacted. Most charters have at least one red flag. Gateway is all green. Ada said she anticipates a red flag next year with the new building.</p> <p>She said SCSB only prepares this on an annual basis, but she incorporates some of the general information and benchmarks to be aware of into the dashboard of the monthly financial reports.</p>	5 min
Audit Committee Report	Paul Dail	<p>Paul presented his report and discussed the process of the quarterly review and how the goal, as mentioned earlier, is to confirm that funding is being spent appropriately and catch any potential fraud. Michael said everyone on the board should be part of this and that he values the process because it allows the board to trust the systems.</p>	5 min
Fraud Risk Assessment	Roger Carter	<p>Ada covered the Fraud Risk Assessment. The purpose is to measure a school's internal controls to identify weakness, fraud, theft. The school received the same score as last year of 355/395, which puts GPA in the "very low risk" category. Any point deficits were a result of items that are not required of Gateway because of its size.</p>	5 min
<b>Action Items:</b>			



2026-27 School Fee Schedule Approval	Amy Gibson	<p>The school held its third hearing on the school fees. No changes from the previous hearing.</p> <p>Paul moved to approve the 2026-27 School Fee Schedule, Diana S. seconded, all were in favor, and the motion passed.</p>	2 min
Student Survey Policy	Amy Gibson	<p>Amy G. presented this new policy, which states that if we do have a survey that goes out to students, we will put it in our handbook that is distributed in summer/fall, and parents can choose to opt in, reflecting a recent change in the law. The SHARP survey was the main one at GPA, but that has not been used the past few years.</p> <p>Amy A., who also sits on the Iron County Prevention Coalition board, discussed how she believes SHARP is so crucial because it guides policy and that the new law/policy is concerning because she believes that parents won't opt in.</p> <p>Dave said he would look into why Gateway hasn't done SHARP recently.</p> <p>Paul suggested minor verbiage changes to the "Purpose" section of the policy that seemed contradictory and then made a motion to approve the Student Survey Policy with the discussed changes. Diana G. seconded, all were in favor, and the motion passed.</p>	10 min
Board Rules of Order	Amy Gibson	<p>Amy G. presented the new rules of order alongside the previous rules of order. Changes include making sure we have publicly stated rules regarding virtual meetings, as previously discussed, and adding some specifics about Robert's Rules of Order for conducting meetings, which Michael said he believed would lead to smoother, more efficient meetings moving forward.</p> <p>Paul moved to approve the Board Rules of Order, Amy A. seconded, all were in favor and the motion passed.</p>	10 min
Fiscal Policies and Procedures Update	Ada Munk/Dave Armour	<p>Ada presented the two documents. The main goal was to reformat policies and procedures in a more user-friendly way and connect the two together. No major changes that weren't already previously approved by the Board. Also, the documents can be used as succession documents for someone who might be new to the BA position.</p> <p>Paul moved to approve the Fiscal Policy, Diana S. seconded, all were in favor, and the motion passed.</p> <p>Paul then moved to approve the Financial Procedures, Jessica seconded, all were in favor, and the motion passed.</p>	15 min
Updated GMP Approval	Amy Gibson	<p>Amy G. presented the updated GMP, which was brought to the board in February and triggered the budget timeline mentioned earlier in the meeting.</p> <p>Paul moved to approve the updated GMP. Jessica seconded the motion.</p> <p>Michael said he appreciated the clarity of the timeline and that he believes we are well within the envelope.</p> <p>Paul said he felt comfortable with the actions taken by the committee and that they were keeping a close eye on the budget.</p> <p>Previous question was called. All were in favor of the motion, and the motion passed.</p>	5 min



		<p>Paul moved to go into executive session for the reasons on the agenda, Diana G. seconded. Votes went as follows: Amy A. - yes, Diana G. - yes, Diana S. - yes, Jessica - yes, Paul - yes.</p> <p>Dave and Ada were invited into the executive session.</p>	
<p><b>Discussion:</b> Executive Session: In accordance with <a href="#">UCA 52-4-205</a> (for one or more of the following purposes): to discuss the character, professional competence, or physical or mental health of an individual.</p>			
<p>FY26 End of Year Staff Compensation Addition</p>		<p>Meeting reconvened at 7:57 p.m.</p> <p>Diana S. made a motion to approve the end-of-year staff compensation stipend of 4% one time, Diana G. seconded. There was no discussion. Amy A., Diana G., Diana S., and Jessica voted in favor of the motion, Paul abstained, and the motion passed.</p> <p>Paul moved to close the meeting, Diana G. seconded. Votes were as follows: Amy A. - yes, Diana G. - yes, Diana S. - yes, Jessica - yes, Paul - yes.</p> <p>Meeting closed at 7:59 p.m.</p>	

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](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.