



Gateway Academy School Board Meeting Minutes
Wednesday, May 18, 2022, 7:00 PM – 9:00 PM
Location: Gateway Preparatory Academy, Cedar City, UT (Library)

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

Agenda Items	Presenter
Call to Order	7.06 Jenna Behm, Paul Dail, Brittany Jensen, Tiffany Scheuerman, (left at 850) Todd Petersen, Matt Ogburn via zoom Chris kupfer, jonada munk, jennifer cannon, Hillary LaFrance, Cassie Teady
Public Comment	Brittany introduced Hillary as a candidate for the board. Hillary gave some background info about herself as a PTO member and a parent who loves this school and wants to do more to support it. Last week Chris Kupfer received the CEC Special Education Lifetime Achievement Award. Ada has been nominated for the UAPCS Circle of Excellence Award for the second time.
Consent Calendar	Jenna moves to approve the consent calendar and the minutes. Paul seconded. Voting went as follows: Jenna- yes, Paul- Yes, Tiffany- Yes, Todd-Yes, Matt- Yes. All in favor. Motion passes.
Exhibit A review	Tiffany will present next month. Today we looked at the portion of the school charter that states the purpose of the school, in section e, which provides increased opportunities for parent involvement. We also reviewed Section f because of the school's end of year festival being held tomorrow.
Board Training: Legislative Updates	UAPCS has not posted the recording yet, when it goes out Brittany will let the board know. There are updates to the legislature that will be implemented this upcoming year.
Board Walk Throughs	Issues with the bathrooms were noted, maintenance has been addressed. There was issue with the stairwells. Those coverings will be replaced this summer. One board member was able to access the school through unlocked doors. This was an area of concern for them. The other board member doing the walk throughs found that all doors were securely locked when they attempted to access the school, through access points other than the main entrance.
Operational Report Academic Report	Rise testing is complete: math scored the lowest. Given all the covid absences, and the tragic experiences we have had, these scores are remarkable, in that they are better than last year.
Finance Report	



<p>FY22-23 Original Budget and FY21-22 Final Budget Draft Hearing</p>	<p>Overall expenses are trending under budget 75% of budgeted expenditures vs 91.67% of fiscal year expiration. Some significant expenditures have not yet happened due to the projects being scheduled during the month of June. Following the finance report we will be presenting an updated budget draft for the 2022-23 fiscal year and the final budget draft for the 2021-22 fiscal year. Both drafts will be presented for approvals at the June board meeting. During the month of May, the business office has been working to ensure the timely filing of several end of year reports, reviewing our General Ledger in preparation of our next round of reimbursements, reviewing our program accounting and other end of year closing work that is typical during this time of the year.</p>
<p>Action Items:</p>	
<p>Audit Firm Selection</p>	<p>Jenna Behm moved to continue external audit services through I Bailey. Paul seconds. Voting went as follows: Jenna- yes, Paul- Yes, Tiffany- Yes, Todd-Yes, Matt- Yes. All in favor. Motion passes.</p>
<p>School Fees Policy</p>	<p>Jennifer Cannon reviewed the changes made to the Schools Fees Policy, noting that it now falls in line with the updated State School Fees Policy Draft. Paul moves to approve the revised School Fees Policy. Jenna seconds. Voting went as follows: Jenna- yes, Paul- Yes, Tiffany- Yes, Todd-Yes, Matt- (No longer present) All in favor. Motion Passes.</p>
<p>School TSSA Plan Update</p>	<p>Jonada Munk presented the School TSSA Plan for the second time. Todd moved to approve the TSSA Plan as presented tonight. Paul seconded. Voting went as follows: Jenna- yes, Paul- Yes, Tiffany- Yes, Todd-Yes, Matt- (No longer present.) All in favor. Motion passes.</p>
<p>Grievance Policy</p>	<p>Tabled because matt could not here.</p>
<p>Safe School Policy / Plan</p>	<p>Jenna Behm presented the recommended updates for the Safe School Policy/Plan. Paul moves to approve the Safe School Policy with the changes the board has discussed. Todd seconds. Voting went as follows: Jenna- yes, Paul- Yes, Tiffany- Yes, Todd-Yes, Matt- (no present at the time.) All in favor. Motion passes.</p>
<p>Board Elections</p>	<p>Tabled until next month to allow for the interviewing of two more board candidates.</p> <p>2141 Paul moves to adjourn. Voting went as follows: Jenna- yes, Paul- Yes, Tiffany- Yes, Todd-Yes, Matt- (not present at this time.) All in favor.</p>
<p>Discussion:</p>	
<p>Executive Session: UCA 52-4-204: <i>To discuss the character, professional competence, or</i></p>	



<i>physical or mental health of an individual.</i>	
Action Item from Executive Session	

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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 the 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 (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.