

Gateway Academy School Board Meeting Minutes
Thursday, April 20th, 2023, 07:00 PM – 9:00 PM
Location: Gateway Academy, Cedar City, UT

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 Jensen called the meeting to order at 7:04 pm. Board members in attendance were Wyatt Ihler, Roger Carter, Brittany Jensen, and Matt Ogburn. Staff present: Jenna Ayers, Ada Munk, and Amy Gibson	1 min
Public Comment	Public Attendees	No public comment	5 min
Consent Calendar	Brittany Jensen	Wyatt made a motion to approve the March 23rd minutes. Matt seconded the motion, and all were in favor. Motion passed.	3 min
Exhibit A review	Brittany Jensen	<p>Brittany created a calendar rotation for board members. Refer to that when planning.</p> <p>Brittany reviewed Exhibit A section 5(a).</p> <p>She discussed festivals and how to implement them into our standards effectively.</p> <ul style="list-style-type: none"> ● measuring the participation festivals ● importance of having a written record/documentation ● how past and present students are influenced by them. 	5 min
Board Training	Brittany Jensen	<p>Paul and Wyatt have been working on director evaluations. Wyatt shared that they will have more to present at the May meeting.</p> <p>Brittany is sending out the recording Aspects of "Highly Achieving Schools" for board members to watch prior to our May meeting in which they will discuss. Big takeaway- Looking/Asking/Doing</p>	5 min
Summer scheduling availability	Jenna Ayers	<p>Jenna asks how the board feels about moving the work session to June (instead of July). Also brings up moving meetings to the 4th Thursday of the month.</p> <p>Amy will follow up with those not here to confirm the new schedule, 4th Thursday of the month starting in June.</p>	5 min
Committee Assignments	Jenna Ayers	<p>Discussions on Executive Limitations Policy and Operational Expectations Board Delegation Policy. Questions were asked regarding their need or requirement of them. Ada will partner with Roger to nail down the basics and either create a committee to review or remove the policy.</p> <p>Amy will email policies to the board for consideration.</p>	5 min
Director's Report	Jenna Ayers	<p>Jenna reviewed director's report focusing on:</p> <ul style="list-style-type: none"> ● Distance Ed night and inviting the board to attend. This is an outreach for the community connecting them to the resources that our community has to offer. ● Meetings with teachers, having them sign offer letters, and is now meeting with the aides and part-time staff. ● Data collected from the climate survey, which officially closes 	20 min



		<p>on May 5th. We rotate engagement and climate surveys every other year. It is a Qualtrics survey that can be personalized or use their template.</p> <ul style="list-style-type: none"> • Cognia accreditation is underway, Jenna has been doing the training. The process will be fully open in July. • 4-day school week, data can be gathered and brought to the board for further discussion. 	
Finance Report	Ada Munk	<p>Ada reviewed the financing report highlighting</p> <ul style="list-style-type: none"> • planning and budgeting for next year • maximum cash on hand for charters • playground installment paid • Tiffany and Roger will be coming by in next few weeks for their audit reviews 	10 min
Action Items:			
Vickie Davies site-specific FACS endorsement adjusted from 1 to 3yrs	Jenna Ayers	<p>Propose a site-specific license for Vickie extending the time from 1 year to 3 years. Matt made a motion to extend the site-specific licenses from 1 year to 3 years. Roger seconded the motion, and all were in favor. Motion passed.</p>	2 min
Rules of Order	Jenna Ayers	<p>Jenna reviewed a minor change to the Rules of Order. Roger made a motion from 5/7 to parental majority. Wyatt seconded the motion, and all were in favor. Motion passed.</p>	10 min
Capital Asset Policy	Jonada Munk	<p>Ada reviews the minor changes to the Capital Asset Policy. Board discussion around the amendment.</p> <p>Wyett made a motion to the amend the policy. Matt seconded the motion, and all were in favor. Motion passed. .</p>	1 min
Health and Wellness Policy	Jenna Ayers	<p>Health and Wellness policy adapted to include recent rule and language. Matt made a motion to approve the policy. Roger seconded the motion, and all were in favor. Motion passed.</p>	10 min
Executive Session: In accordance with UCA 52-4-205 for one or more of the following purposes: (a) discussion of the character, professional competence, or physical or mental health of an individual; (b) strategy sessions to discuss collective bargaining;(c) strategy sessions to discuss pending or reasonably imminent litigation; (d) strategy sessions to discuss the purchase, exchange, or lease of real property, including any form of a water right or water shares		<p>Wyett made a motion to adjourn. Matt seconded the motion. Roll call voting went as follows: Matt-yes, Roger-yes, Wyatt- yes. The meeting adjourned at 8:53 pm</p>	
Action Item from Executive Session			



201 Thoroughbred Way, Enoch, UT 84721 (435) 867-5558 www.gpacharter.org



Action if needed relating to closed session			
---	--	--	--

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 (parental majority) 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.