

Gateway Academy School Board Meeting Minutes
Thursday, May 18th, 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	Paul Dail called the meeting to order at 7:10pm . Board members in attendance were Tiffany Scheuerman, Roger Carter, Brittany Jensen, Paul Dail, and Matt Ogburn. Staff in attendance Jenna Ayers, Erin Waldman, Carice Bulloch, Ada Munk, and Amy Gibson. Community member present Michael Bahr.	1 min
Public Comment	Public Attendees	none	5 min
Consent Calendar	Brittany Jensen	Roger made a motion to approve the April 20th minutes. Matt seconded the motion, and all were in favor. Motion passed.	3 min
Exhibit A review	Paul Dail	Paul reviewed Exhibit A sections 5(b) and 6(a). He discussed the purpose of a charter school and the key elements of a charter school highlighting: <ul style="list-style-type: none"> • individualized education, • differentiated instruction, • strength of festivals and participation 	5 min
Board Training (Active Governance in High Performing Schools)	Brittany Jensen	Board members who watched training-Tiffany, Roger, Paul, Matt, and Brittany. Board discussed the training pointing out policy writing, question portion, and other takeaways. Five areas for board focus: <ol style="list-style-type: none"> 1. fiscal responsibilities 2. academic outcomes 3. charter fidelity 4. statute, rule, and policy 5. relationship building 	5 min
Summer Scheduling Availability	Jenna Ayers	Jenna discussed ongoing scheduling for board meetings. Discussion on calendaring times and a decision to move to 4th Thursday at 6:00pm, beginning June 22. Our Summer Strategic Planning Meeting will be July 27.	5 min
Academic Projections	Jenna Ayers	Jenna reviewed the RISE data and a board discussion was had. The board was enthusiastic about the growth demonstrated and commended teachers for a job well done. Carice was able to speak, firsthand, about the amount of intentional work they have put in and see that we are moving the needle.	10 min

Director's Report	Jenna Ayers	Jenna reviewed her director's report. Highlighting the festivals and her trip to GWA. <ul style="list-style-type: none"> quantifying festival participation near 100%. Introduced the new Maintenance Director, Adam Bealer. Outdoor Classroom Committee. Matt volunteered to be a board representative. 	20 min
FY22-23 Final Budget Hearing	Ada Munk	Ada reviewed the draft. Board read through the summary and discussed it. The conversation around item 138, whether we should have a cushion or a safety net.	12 min
FY23-24 Original Budget Hearing	Ada Munk	Ada discussed the format of the budget. Notable expenses are adjustments to salary schedules, increases to the administrative team, and increasing staffing needs. Other items included: <ul style="list-style-type: none"> grant opportunities with Americorps HRA increases the threshold Montessori training program being implemented replace Chromebooks to stay with the 1-to-1. Outdoor classroom-Grounds are ready to go. 	12 min
Finance Report/Audit Committee Quarterly Review	Ada Munk	Tiffany went over her quarterly review.	10 min
School Land Plan Update	Ada Munk	Ada reviewed. Funds are being used according to the plan.	10 min
Action Items:			
Board Elections	Brittany Jensen	Tiffany made a motion to appoint Michael Bahr as a member of the board. Matt seconded the motion, and all were in favor. Motion passed and Michael was sworn in.	5 min
Retirement Plan	Jenna Ayers	Board reviewed the proposed changes, an adjustment in retirement contributions from a current 5% match to a 4% gift and a 3% match. After Hub International made some changes to the language Matt made a motion to approve the 401 changes as amended. Roger seconded the motion, and all were in favor.	
P-Card Approval for Adam Bealer	Jenna Ayers	Roger makes a motion to approve the P Card for Adam Tiffany seconded the motion, and all were in favor. Motion passed.	
Home School or Learner-Validated Assessment Policy	Jenna Ayers	Internet Safety -tabled until the next board meeting. Assessment Policy Matt made a motion to approve the	10 min



Internet Safety Policy		assessment policy. Tiffany seconded the motion, and all were in favor. Motion passed.	
Executive Session: In accordance with UCA 52-4-205 for one or more of the following purposes: <i>(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</i>	Board Members	<p>Paul made a motion to move into a closed session. Tiffany seconded the motion, and all were in favor.</p> <p>Back in open session at 12:13am. There was no discussion or action taken. Roger moved to adjourn. Tiffany seconded. The roll call vote was unanimous and the meeting adjourned at 12:13am</p>	30 min
Action Item from Executive 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.