



**Gateway Academy School Board Meeting Agenda**  
**Tuesday September 7, 2021 12:00 PM – 1:00 PM**  
**Location: Gateway Preparatory Academy, Cedar City, UT**

**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        | Materials/Notes   |
|---------------------------------|------------------|---|
| Call to Order                   | Brittany Jensen  | 12:15 p.m.<br>Present: Andy Burt, Aimee DiBrienza, Matt Ogburn, Tiffany Scheuerman, Jenna Behm, Brittany Jensen, Jonada Munk, Gena Nelson.  |
| Public Comment                  | Public Attendees | No public comment   |
| September 2021 Consent Calendar | Brittany Jensen  | Motion to approve consent calendar by Matt Ogburn, Gena Nelson seconded, Vote went as follows: Matt -yes, Gena - yes, Tiffany - yes, Jenna - yes. Motion passed.  |
| <b>Reports:</b>                 |                  |   |
| Board Training: Finance         | Brittany Jensen  | Brittany called for commentary about finance training, but there was none. Brittany said that Paul will share some thoughts on it in October. Tiffany asked if board members were expected to attend trainings to which they are invited by Jenna Magnetti (Utah State Charter Board). Brittany recommended that they do, particularly if the topic seems pertinent to current business with our school. They are not required but recommended.   |
| <b>Action Items:</b>            |                  |   |
| ARP ESSER III                   | Andy Burt        | The application was very similar to the first two (1 = \$100K, 2 was \$400k). This application is for over a million dollars. Added pieces that were not present in the last two applications include a summary of the Covid-19 impacts on our school and a narrative for how we will spend the funding. Minimum requirement is 20% to make up for learning loss — our application reflects a much higher percentage of the funds used for this (closer to 80%).<br>Our program includes funding for interventions, after school program, and a summer school program for the next two summers. Our actual costs will be higher than the grant award, but there are components of the plan that we can cut if we are not able to find sufficient funds within other grants and programs. We have applied for another grant to supplement our after-school program, the costs of which are significant (\$70K per year on a lean budget). Our intervention team is well qualified and experienced (5 people). They are working with the Title One team to serve the entire school. We have systems in place to evaluate the efficacy of our spending in these programs. One accountability piece will be a piece of the directors' report each month to share accountability data (required quarterly, provided monthly). Our plan addresses the programs and practices we will use to meet the needs of all subgroups of students who may be at risk. Part of the grant is designated for student materials (to provide individual supplies for every child), technology, and encrypted email to send secure data for students and parents at |

Roll call vote to adjourn at 1:10 p.m. Tiffany moved to adjourn, Jenna seconded. Matt-Yes, Tiffany-yes, Jenna-yes, Gena-Yes. Motion passed.

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|  |           | <p>home. Another is to replace the HVAC system with one that includes UV light technology for germ control. Additionally, a portion of the funds will be marked for PPE, testing, and safety equipment related to Covid-19. Our application includes our operating plan related to Covid19 safety measures. This grant and plan do not cover any of our outdoor education spaces, for which we will need to find different streams of funding. Matt noted a couple of date errors in the application which Mr. Burt will fix.</p> <p>We discussed the current effects of Covid-19 testing on the office work flow. Gena motioned to approve, Jenna seconded the motion. Voting went as follows: Matt - yes, Tiffany - yes, Jenna - yes, Gena - yes. Motion passed.</p>  |
| TSSA Plan Amendment: Computer Science  | Andy Burt | <p>TSSA Plan Amendment: This is the annual review of the TSSA plan, which has been adapted to allow for additional funds for the computer science program we have started. We reduced the instructional coaching funds to 5% and reduced the Science enrichment budget, cost differences of which will be absorbed by the Land Trust Funds. The board reviewed last year's TSSA plan for comparison. Jonada pointed out that this funding is supposed to be used for new programs or services, not so much for programs that were already in place. The changes will not result in a decrease in pay for any of our people. Jenna expressed a concern that our teachers may need more professional development for trauma informed care and we discussed efforts that have been made to provide that PD already. Jenna moved to approve the plan as presented, Matt seconded, voting went as follows: Matt - yes, Tiffany - yes, Jenna - yes, Gena - yes. Motion passed.</p>                                  |
| COVID-19 Response (2021-22 reopening plan)   |           | <p>Covid-19 Response Plan: The board requested one date adjustment to the proposed plan. The plan allows the school to take temperatures and screen for symptoms at the door as needed. The board would like a weekly Covid update from the director (Fridays). They discussed the proposed plan in depth and added a statement about following the guidance of the local health department and the Utah State Board of Education at the beginning of the document, as well as a statement about updating the document as needed. They retitled the document as the Covid-19 Manual. The board discussed the possibility of leaving this as a standing item on their agenda throughout the school year. Gena moved to approve the Covid-19 manual as proposed with the few changes made, Tiffany seconded the motion. Voting went as follows: Matt - yes, Tiffany - yes, Jenna - yes, Gena - yes. Motion passed. Director Burt will reiterate the school's COVID-19 procedures in the next staff meeting.</p> |
| <i>Executive Session: to discuss the character, professional competence, or physical or mental health of an individual</i> |           | <p>There was not an Executive Session for this meeting.</p>   |



#### 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 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.