

Gateway Academy School Board Meeting Minutes
Thursday August 12, 2021 7:00 PM – 9:00 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	Minutes
Call to Order	Brittany Jensen	7:09 p.m. Present: Board members Todd Petersen, Matt Ogburn, Brittany Jensen, Gina Nelson, and Paul Dail, administrators Andy Burt, Aimee DiBrienza, and Jonada Munk, with members of the public — Emily Liechty, Nicole Anderson, Kaye Gregersen, Tammy Price, and Sandra Koen.
Public Comment	Public Attendees	No public comment. Administrative team apologizes for some disorganization this evening, and recognizes that having board meeting after Back to School Night is really challenging.
August 2021 Consent Calendar	Brittany Jensen	Matt moved to approve the consent calendar, Gina seconded, motion carried.
Reports:		
Board Evaluation	Brittany Jensen	Communication with all stakeholders is important. The board gets the Director's report, but Brittany suggested that we communicate in a broader way with other stakeholders. Todd recommended posting info on the website soon after board meetings and then referencing that place (board archive) when appropriate. Brittany suggested highlights on the website, particularly positive messaging. It would also be helpful for more people to help with training, evaluations, etc. (committees). Gina suggested that we could be more clear in our messaging about our vision. The board counted the director's self evaluation as the formal evaluation for last school year, but plan to evaluate differently next year and will need to find or develop a tool.
Exhibit A Review:	Andy Burt	Director recommended foregoing this review since we looked at it in detail on the last board meeting.
<i>Board Training Report: Open Meetings training</i>	Andy Burt	The board watched a required training video about Open Meetings. Some concepts covered include: Do public business IN PUBLIC. <ul style="list-style-type: none"> ● Be careful about having a quorum involved in digital or face to face communications — there must be a public posting if a quorum is together. ● Board members should use school email addresses to communicate about school, as they are public records and can be requested. Personnel information should not be emailed between board members. ● Use an agenda, post it in advance, follow it, and make sure it is reasonably specific.



		<ul style="list-style-type: none"> Public notice of meetings was covered in detail with requirements to follow. Schools must have an electronic meeting policy before holding an electronic meeting, per Utah code 52-4-207. Rules for closed meetings and minutes were also covered. If you make a mistake, redo the vote on an appropriately posted public meeting.
Finance Report	Jonada Munk	Jonada presented the financial report for July. Paul asked about line 17, which reflects a Tech grant that will reflect on last school year's budget.
Finance Training	Jonada Munk	Jonada went through finance training with the board briefly, and will email the link for board members who would like to watch the embedded video resources. The training described local, state, and federal funding streams, and information to be included in monthly financial reports.
Director's Report	Andy Burt	<p>Mr. Burt delivered the director's report. Enrollment is up. We will have final data for academic proficiency in September. Director Burt would like to move the September board meeting to September 2 in order to allow adequate time for revisions to the Covid grant application which is due in mid-September. New lighting in the school is amazing and came in well under budget. Playground design is on the wall so the public can get excited and it will be done in mid-October. Bus parking is a part of our expansion plan, as is the outdoor classroom. There are concerns among the teachers of Upper Elementary about including 4-5th graders in music classes, and they have requested a future agenda item to discuss. Director Burt gave an update on Covid guidelines from the state and the local health department, and those were discussed in detail. Paul noted that the plan for people in the at risk category is quite similar to last year, and requested that the flow chart be clearer this year. There was significant conversation about mitigating strategies and questions regarding mask use. Our procedures should recognize people's right to make choices, but provide structure to protect students and staff. A parent gave comment regarding mitigation, vaccination, and attendance measures, and guidance versus law for students with symptoms.</p> <p>Board member Paul Dail shared a resolution draft supporting the encouragement of student mask wearing and school employee vaccination. There was much discussion about the precedent that such a resolution may set in regards to employees feeling that vaccination is a condition of employment. The board and public attendees discussed whether such a resolution would truly respect the choices of all of our students and teachers and still show consistency in practice, values, and responsibility.</p> <p>Todd Petersen recommends that this issue be discussed again as a possible action item on the next meeting with the purpose of clarifying Gateway's stand on the issue, perhaps a statement of neutrality or a revision of the proposed resolution.</p>
Action Items:		
Finance Policy	Ada Munk	The proposed policy has an added statement regarding a redundant measure that existed in the previous policy for the use of class wallet (prior policy requires both the online required information AND a requisition which contain the same data and



		approvals). We discussed the fact the the state has recommended the use of class wallet to track and reimburse teacher supplies and materials funding. The proposed policy also has an added “audit committee” as a recipient of the check register in addition to the board. The proposed policy also has a clarifying statement about the powers of the business manager to initiate transactions in banking but not sign checks without second. Paul moved to approve the proposed policy, Todd seconded. Matt, Tiffany, and Gina voted yes. The motion passed.
ARP ESSER Grant Plan (COVID relief funds)	Andy Burt	
21-22 Early Learning Plan	Aimee DiBrienza	Gina moved to approve the state pre-approved plan. Paul seconded. The motion passed unanimously.
21-22 Handbook	Andy Burt	Brittany recommended a word change regarding employees talking and using phones. Todd recommended that the board approve the policy as it is with the recommended change and then reference the handbook in the Covid conversation on a future meeting. Todd moved, Gina seconded, and the motion passed unanimously.
Emergency Response Plan	Andy Burt	Director Burt plans to establish a committee to review this plan with a board member on the committee. No action was taken.
P – Card approval: Lunchroom		Director Burt requests that the board approve a P-Card for Cindy Wade, the kitchen manager. There are currently three P-cards in use – Director Burt, Business Manager Jonada Munk, and Facility Manager Roger Gibson. P-Cards are reviewed by the board/audit committee, and can be revoked by the board. Paul moved to approve this, Tiffany seconded, and the motion passed unanimously.
School Land Trust Amendment		Director Burt believes this does not need to be amended at this time.
Executive Session: <i>to discuss the character, professional competence, or physical or mental health of an individual</i>		

Roll call vote to adjourn at 10:11 p.m. Matt – yes, Tiffany – yes, Gina – yes, Paul – yes, Todd – yes. Motion passed.