

**Gateway Academy School Board Meeting Minutes**  
**Thursday May 13<sup>th</sup>, 2021 7:00 PM – 9:00 PM**  
**Location: Gateway Preparatory Academy, Cedar City, UT and**  
**Google Meet: [meet.google.com/bak-mcpb-zen](https://meet.google.com/bak-mcpb-zen)**

**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	Meeting was called to Order at 7:02 pm. Board members present are Brittany Jensen, Gena Nelson, Jenna Behm, Sondra Jones and Paul Dail. Todd Petersen arrived after the meeting was called to order. Tiffany Scheuerman is attending the meeting virtually. Staff and Public present are Andy Burt, Aimee DiBrienza, Jonada Munk, Debra Grafelman, Matt Ogburn and Terie Simcox.
Public Comment	Public Attendees	Sondra Jones brought some goodbye gifts and expressed her appreciation for the board and Gateway. Andrew Burt thanked her for her countless hours of service to the school. Aimee DiBrienza mentioned the ASA award that a group of four students won an honorable mention for ‘Most likely to have a podcast’. They each won a cash prize, and the school was also awarded a cash prize. Terie Simcox let the board know that they had 13 eighth grade students that participated in a luncheon for attending Gateway all 9 years.
May 2020 Consent Calendar	Brittany Jensen	Gena Nelson motioned to approve the May Agenda and the April minutes. Paul Dail seconded the motion. The vote went as follows: Gena Nelson, yes, Tiffany Scheuerman, yes. Jenna Behm, yes. Paul Dail, yes. Sondra Jones, yes. Todd Petersen was not present for the vote. Motion passed.
<b>Reports:</b>		
Exhibit A Review:	Andy Burt	This will be discussed in the Directors Report.
<i>Board Training Report</i>		Jenna Behm had borrowed and read the book Sprint. Gena Nelson went to St. George for training and although the Speaker did not show up, she was able to visit with board members from other schools. She said that she feels like Gateway is in a great place compared to some of the issues that other schools are facing.
Finance Report:	Ada Munk	The finance report will be brief because we will be doing a recap of where we are at and where we think we will be. There are still a few things that are outstanding for this school year, but it is nothing that should affect the budget for the school year. This budget is similar to the revised budget. There was a question about the four credit cards listed. One of them is a past employee and it is no longer active.
2021-22 FY Original Budget Hearing	Ada Munk	This is the time of year that there is a budget hearing for the upcoming school year. This budget is anticipating that we will have lower enrollment for the 2021-22 SY. There are salary changes and materials expenses. As things get back to normal with activity fees and school fees, we should see an increase in revenue in those areas. The funding for enhancement of at risk students has gone up. The current budget does reflect money we will be seeing from Covid impact revenue and ESSER funds. The budget is conservative, but we anticipate it to be more. Administrative Salaries are decided on an individual basis. Teachers will receive a five percent increase in salary. Aides will be starting at a higher wage per hour. There is an adjustment for Skyward software. There is a grant that should help offset the cost of that. Maintenance has a few big jobs going on right now. They are preparing for partial replacements of air conditioning replacement, lights, bathroom stalls, storage cabinets and improvements to the playground.
2020-2021 Final	Ada Munk	This Final Budget Hearing is started with a reminder that this budget is in draft mode and it may change prior to approving it in June. Total salaries reflect current year collection and expenditures. Total salaries

Budget hearing		reflect new hires and staffing changes. This has been paid with covid grant money. Our Distance Ed enrollment in our My Tech high enrollment was higher than anticipated. Professional development expenses were down because there were not those expenses this year. SpEd expenses were adjusted to show current year costs and needs. The lunch program ended the year on a much higher revenue than anticipated. The land purchase was not originally put into the budget so this final budget will reflect that.
Fraud Risk Assessment	Ada Munk	The Fraud Risk Assessment was done by Andy Burt, Jonada Munk and Brittany Jensen. We are not in a high risk category.
Director's Report:	Andy Burt	Enrollment may be down right now, but next year's projection will put us back above where we usually are. The teachers have worked hard this year on preparing for testing and their efforts are paying off. The purpose of the charter school is to continue to improve student learning through competency based instruction methods and an emphasis on personal responsibility and interdisciplinary curriculum. It is also to encourage the use of different and innovative teaching methods. We will be doing some Gateway specific training for next year. The portable will be installed in early June. We are getting bids for improvements to the Kindergarten playground. There was a mask mandate update today and the mandate has been lifted for the last week of school. The board will need to be thinking of dates that they can start planning for the upcoming plans regarding the school. The June meeting will be held the second Thursday in June and it will be a lunch meeting at 12:00 pm.
Utah Schools COVID update: Masks/Isolation		There was a mask mandate update today and the mandate has been lifted for the last week of school by the Governor. Gateway will remain steadfast in wearing their masks through the school year. Mr. Burt will send an email home.
<b>Action Items:</b>		
Transportation Policy	Andy Burt	They needed to add to the Transportation Policy that the bus driver will do a sweep of the bus at the end of the route to make sure there are no students on the bus asleep. Paul Dail motioned to update the Transportation Policy to include that the drivers will do a sweep of the bus at the end of their route. Todd Petersen seconded the motion. The vote went as follows: Gena Nelson, yes, Tiffany Scheuerman, yes. Jenna Behm, yes. Paul Dail, yes. Sondra Jones, yes. Todd Petersen, yes. Motion passed.
Financial Policy and Procedures	Jonada Munk	This policy will replace the Fiscal Policy and Procedures. There are required additions to the policy. We will discuss updated Procedures at a later meeting. Gena Nelson motioned to approve the Financial Policy with the highlighted changes. Jenna Behm seconded the motion. The vote went as follows: Gena Nelson, yes, Tiffany Scheuerman, yes. Jenna Behm, yes. Paul Dail, yes. Todd Petersen, yes. Sondra Jones abstained from the vote. Motion passed
Land Trust Plan: 2021-22	Andy Burt	The goal is to increase proficiency in every grade by 2% before the spring of 2023. We will continue to provide teachers with professional development on assessment practices, purchase competency based adaptive support programs for student intervention and extension, train teachers on new programs, purchase additional technology, repair or replace technology and hire trained support staff. Sondra motioned to approve the Land Trust Plan: 2021-22. Paul Dail seconded the motion. The vote went as follows: Gena Nelson, yes, Tiffany Scheuerman, yes. Jenna Behm, yes. Paul Dail, yes. Sondra Jones, yes. Todd Petersen, yes. Motion passed.
Board Appointment	Andy Burt	Paul Dail and Jenna Behm have recommended Matt Ogburn to fill the open board position left by Sondra Jones. Paul and Jenna have met with Mr. Ogburn and feel he is a great candidate for the board position. Jenna Behm motioned to appoint Matt Ogburn for the open board position. Paul Dail seconded the motion. The vote went as follows: Gena Nelson, yes, Tiffany Scheuerman, yes. Jenna Behm, yes. Paul Dail, yes. Todd Petersen, yes. Motion passed.

<p><b>Strategic Planning:</b> Update and Calendar</p>		<p>There was no Strategic Planning.</p>
<p><b>Executive Session:</b> <i>to discuss the character, professional competence, or physical or mental health of an individual; to discuss the purchase, exchange, or lease of real property, including any form of a water right or water shares.</i></p>		<p>Todd Petersen motioned to go into Executive Session to discuss the character, professional competence, or physical or mental health of an individual; to discuss the purchase, exchange, or lease of real property, including any form of a water right or water shares. Jenna Behm seconded the motion. The vote went as follows: Gena Nelson, yes, Tiffany Scheuerman, yes. Jenna Behm, yes. Paul Dail, yes. Todd Petersen, yes. Motion passed.</p> <p>Regular session opened back up at 10:25 pm. Todd Petersen motioned to adjourn. Paul seconded the motion. The vote went as follows: Gena Nelson, yes, Tiffany Scheuerman, yes. Jenna Behm, yes. Paul Dail, yes. Matt Ogburn, yes. Todd Petersen, yes. Motion passed. Meeting adjourned at 10:25 pm.</p>