

Gateway Academy School Board Meeting Minutes
Thursday September 10th, 2020 7:00 PM – 9:00 PM
Location: Gateway Preparatory Academy Library, Cedar City, UT and
Google Meet: 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	Minutes
Call to Order	Brittany Jensen	Due to technical issues with the board chair, Todd Peterson called the meeting to order. Brittany Jensen was able to join a few minutes later and took over the meeting. The meeting was called to order at 7:08 pm. Board members present are Todd Peterson, Gena Nelson, Tiffany Scheuerman and Jenna Behm. Board member attending remotely are Brittany Jensen Paul Dail and Sondra Jones. Staff and public present are Andrew Burt, Aimee DiBrienza, Jonada Munk, Emily Liechty, Lincoln Fillmore and Terie Simcox.
Public Comment	Public Attendees	Emily Liechty thanked the board for the Covid Stipend. She had spoken with other teachers and they all agreed that it was an awesome thing to have happen. She also said that they wanted to thank the board for all that they do for the school and that the work does not go unnoticed.
September 2020 Consent Calendar:	Brittany Jensen	Gena Nelson motioned to approve the August 2020 Board Meeting Minutes and the September 2020 Meeting Agenda. Jenna Behm seconded the motion. The vote went as follows, Paul Dail, yes. Jenna Behm, yes. Sondra Jones, yes. Todd Petersen, yes and Tiffany Scheuerman, yes. Gena Nelson, yes. Motion passed.
Reports:		
Exhibit A Review	Andy Burt	The board was given an update on the Exhibit A. Administration has backed off the goals and metrics as to not overwhelm the staff with the Covid adjustments that are being implemented. The goals will be brought back in the coming months.
<i>Board Training Report: Training Calendar, Open Meeting Law</i>	Brittany Jensen, Lincoln Fillmore	<p>The board was presented with some dates of state trainings. We are tracking the years that the current board members are serving. The following board member terms are as follows:</p> <p>Brittany Jensen 2018-2021 Todd Petersen 2018-2020 Tiffany Scheuerman 2020-2023 Paul Dail 2020-2023 Jenna Behm 2020-2023 Sondra Jones 2019-2022 Gena Nelson 2019-2022</p> <p>Lincoln Fillmore trained the board on Open Meetings. The school board is a public board. All the decisions the board makes should be open to the public. The public must know twenty four hours in advance of meetings and locations and the agenda</p>

		needs to be posted on the public notice website, the school's website and at the front of the school. Make sure the meeting starts on time and follow the agenda. Board member should not discuss items outside of the board meetings. The definition of a meeting is a quorum of four or more board members. Violation of the Open Meetings law can be a crime.
School Improvement: Goals & Grants	Andy Burt	There is a school improvement poster hanging in the front of the school. It shows the different tiers of instruction. It covers goals and funding that is used.
School Land Trust Training	Andy Burt	This item was tabled.
Finance Report: GEER, ESSER and Special Education Funds	Ada Munk	The finance report is for July and August. The month of July is finalized as far as the expenditures and revenues go. The month of August is a draft. During August we received 99% of our state and federal reimbursements. The audit data was submitted early. The class wallet was discussed last month, and it has worked great so far. Grant applications have been worked on and the deadline for most of them is October 1 st . USEA has announced that all enrolled students can be approved for free meals as part of the pandemic benefits offered. It will expire December 31 or when the funds run out. Land trust funds are always released one time in July. Covid 19 teacher and administrative pay was processed in August. The state special education program report states the special education money that was used last year. We are being audited on the allowable expenditures. The ESSR funds were spent on laptops and cleaning items. Some of the finds were used on staffing and additional aide time in the classroom. The GEERs funding has been approved and the funds will help with aides and classroom material.
Director's Report	Andy Burt	Enrollment totals are still good. Parents, teachers and students are happy to be back but as we have been completing Acadience testing, we feel that most students are behind, and we have a better understanding of what is needed going forward. We have hired a new Kindergarten teacher and new aides to help with at home learners. We have added additional support (aides) to help with breaks for teachers and lunch support. New business accounting software was purchased. Upcoming projects are the portable to act as the Discovery program classroom. We are still waiting for the correct LED lights to be shipped.
Action Items:		
Maturation Curriculum	Aimee DiBrienza	The Maturation Curriculum has been approved by the state but the one change to our curriculum is that the SUU Nursing program has offered to come in and do the presentation to our students. Todd Peterson motioned to approve having the SUU nursing department come and present the Maturation Curriculum. Gena Nelson seconded the motion. The vote went as follows, Paul Dail, yes. Jenna Behm, yes. Sondra Jones, yes. Todd Petersen, yes and Tiffany Scheuerman, yes. Gena Nelson, yes. Motion passed.
Student Discipline	Andy Burt	Gena Nelson motioned to approve the Student Discipline Policy as written. Sondra Jones seconded the motion. The vote went as follows, Paul Dail, yes. Jenna Behm, yes. Sondra Jones, yes. Todd Petersen, yes and Tiffany Scheuerman, yes. Gena Nelson, yes. Motion passed.

Distance Education	Andy Burt	The school's hybrid program was added to the Distance Education Policy. Paul Dail motioned to approve the Distance Education Policy. Gena Nelson seconded the motion. The vote went as follows, Paul Dail, yes. Jenna Behm, yes. Sondra Jones, yes. Todd Petersen, yes and Tiffany Scheuerman, yes. Gena Nelson, yes. Motion passed.
Hiring Policy	Andy Burt	Sometimes there is an emergency need to hire. Best practice is to advertise a job for two weeks but occasionally an immediate need arises, and a qualified candidate is already on staff. Gena Nelson motioned to approve the Hiring Policy. Todd Petersen seconded the motion. The vote went as follows, Paul Dail, yes. Jenna Behm, yes. Sondra Jones, yes. Todd Petersen, yes and Tiffany Scheuerman, yes. Gena Nelson, yes. Motion passed.
School Land Trust Amendment	Andy Burt	Todd Petersen motioned to table the School Land Trust Amendment. Jenna Behm seconded the motion. The vote went as follows, Paul Dail, yes. Jenna Behm, yes. Sondra Jones, yes. Todd Petersen, yes and Tiffany Scheuerman, yes. Gena Nelson, yes. Motion passed.
Executive Session: <i>discussion of the character, professional competence, or physical or mental health of an individual;</i>		Gena Nelson motioned to move into executive session to the character, professional competence, or physical or mental health of an individual; Jenna Behm seconded the motion. The vote went as follows, Paul Dail, yes. Jenna Behm, yes. Sondra Jones, yes. Todd Petersen, yes and Tiffany Scheuerman, yes. Gena Nelson, yes. Motion passed.
Transportation Supervisor	Andy Burt	Sondra Jones motioned to approve the Transportation Supervisor. Jenna Behm seconded the motion. The vote went as follows, Paul Dail, yes. Jenna Behm, yes. Sondra Jones, yes. Todd Petersen, yes and Tiffany Scheuerman, yes. Gena Nelson, yes. Motion passed.
Adjournment		Todd Petersen motioned to adjourn the meeting. Tiffany Scheuerman seconded the motion. The vote went as follows, Paul Dail, yes. Jenna Behm, yes. Sondra Jones, yes. Todd Petersen, yes and Tiffany Scheuerman, yes. Gena Nelson, yes. Meeting adjourned at 9:58 pm.



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.