

Gateway Academy School Board Meeting Minutes
Monday, February 7, 2022, 5:30 PM – 7:30 PM
Location: Gateway Preparatory Academy, Cedar City, UT (Library)

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	<p>Call to order 5:36 Board members present: Brittany Jensen, Jenna Behm, Gena Nelson, Tiffany Scheuerman, Todd Petersen, Paul Dail, Matt Ogburn.</p> <p>Admin/Staff present: Jonada Munk</p>
Public Comment	Public Attendees	No public comment was made during this session.
February 7, 2022, Consent Calendar	Brittany Jensen	Jenna moves to approve the January 20 Board Meeting Minutes and today's agenda.. (could not hear who seconded) Voting went as follows: Todd- Yes, Paul- Yes, Tiffany- Yes, Gena- Yes, Matt-Yes, Jenna-Yes. Motion passed.
Executive Director Hiring Committee Round 2 Report	Brittany Jensen/Ada Munk	<p>Round 2 Interview Process Documentation</p> <p>Brittany summarizes that the purpose of the meeting is to hire/select an executive director.</p> <p>Brittany reviews the Round two interview process.</p>
Executive Session: <i>To discuss the character, professional competence, or physical or mental health of an individual</i>		<p>Brittany invites Jonada Munk to participate in the closed session with The Board. After discussion, the board will invite in the candidates.</p> <p>Todd motions to move to a closed session to discuss the character, professional competence, physical or mental health of an individual. Paul seconds. Voting went as follows: Todd- Yes, Paul- Yes, Tiffany- Yes, Gena- Yes, Matt-Yes, Jenna-Yes. Motion passed. Closed at 5:39</p>
Action Items:		
Executive director candidate selection	Brittany Jensen	<p>Gena had to leave. Board members currently present: Todd, Paul, Tiffany, Matt, Jenna, and Brittany. With Ada Munk present representing administration.</p> <p>Todd moves, based on our closed session, to submit our offer to our chosen candidate. Paul seconds. Voting went as follows: Todd- Yes, Paul- Yes, Tiffany- Yes, Matt-Yes, Jenna-Yes. Motion passed.</p> <p>Paul moves to adjourn. (could not hear who seconded.) Voting went as follows: Todd- Yes, Paul- Yes, Tiffany- Yes, Matt-Yes, Jenna-Yes. Motion passed. Meeting adjourned at 7:40</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 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 (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 is 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.