

# Gateway Public Schools

## Meeting of the Board of Trustees

Wednesday, May 16, 2018 @ 5:00 -6:30 PM

### Minutes

**Board Members Present:** Therese Arsenault, Beth Berliner, Sapna Boze, Sara Byrne, Elizabeth Colen, Sharon Gillenwater, Annie Klebahn, Susan Masto, Sharon Olken, Molly Orner, Will Parish, Mary Plant-Thomas, Jackie Quella, Kevin Rafter, Adina Safer, Suzanne Schutte, Laura Spivy, Dina To, Valerie Toler, Julie Wise, Aaron White

**Board Members Excused:** Akriti Agarwal, Allison Bhusri, Joyce McMinn

**Also present:** Chris Hero, Danielle Ciccarelli, Chanda Guerin

**Call to Order, Approval of Minutes from April 25th, 2018** Sapna called the meeting to order at 5:04pm, and called for a motion to approve the April minutes. The minutes were approved without issue.

**Public Forum** Sapna opened the floor for an open forum. No further discussions or motions were introduced.

#### Welcome and Announcements

Susan thanked trustees for coming to the last meeting of the school year. She invited everyone to a ceremony, after the meeting, at which the gymnasium will be named in honor of Principal Michael Fuller, who is leaving Gateway this year. She also thanked all trustees who have given so generously to Gateway this year, and encouraged all trustees to give as they are able. She then gave the floor to Sharon Gillenwater and Jackie Quella for the Trustees update.

#### Committee on Trustees

- a. Sharon Gillenwater asked Sharon Olken to talk about Will Parish, who is rolling of the board tonight. Sharon said that Will is very near and dear to Gateway and feels like family. Not many staff members remember when Gateway was located at 7th and Irving, but Will goes back that far. Will started as a community member who wanted to give back. When he decided to become a teacher, he started at Gateway as a brand new science teacher. After he left teaching, he started a state-wide environmental initiative, but he continued on the board. Luckily, he is not going far. Will said he really did grow up here; he became a teacher at age 49. The support he got from Gateway, as a new teacher, got his excitement so high. His interest in the environment and in education got him going on his mission to bring environmental education to everyone. Will will continue to be a supporter, in all ways, of Gateway. Sharon Gillenwater presented him with flowers from Gateway's Garden, as an appreciation from the board.
- b. Executive Committee Election - The board voted on the 2018-2019 Executive Committee. The committee was approved unanimously. The 2018-2019 Executive Committee will be:  
Susan Masto - Co-Chair

Sapna Boze - Co-Chair  
Beth Berliner - Vice-Chair  
Jackie Quella - Vice-Chair  
Allison Bhusri - Vice-Chair  
Sharon Gillenwater - Secretary  
Laura Spivy - Treasurer

c. Board Survey Results -

Sharon and Jackie discussed the results of the annual trustee survey with the board. The results were very similar to last year, in most cases. Trustees feel that board meetings are well run. Responders expressed that they would like more discussion. There is a lot of discussion at committee level. There was high praise for the Finance Committee and the Finance Team. Chad and Chris and Laura were praised. Trustees expressed, through their responses, an appreciation for receiving the right financial information. There were some questions about what goes on in committees. Sharon noted that, in the board packet, there are committee updates, and you are welcome to sit in on any committee. She also said that there will be some changes for next year to make sure everyone has insight into what goes on in committees. She continued with survey results. The survey shows that diversity is an area for growth, and that people have questions about the Gateway Impact Initiative. Sharon Olken said that the faculty survey showed that board communication with faculty is now seen as a strength.

Based on the Trustee survey, some goals for next year are:

Clarify Committee priorities and activities for the board; Introduce committee overview and chairs; Provide committee updates; Include committee descriptions and committee meeting minutes in board packets.

Sapna asked Sharon Olken to give the Executive Director's report

**ED Report**

Sharon discussed some of the year's highlights. We are getting to graduate the high school's 17th class, and the middle school's first class is graduating high school. 100% of seniors were accepted to college. Some of the schools they were accepted to are UCLA, UC Berkeley, SF State, Univ. of Michigan, Mills College, Boston University, George Washington University, Georgia State. We are so proud of them and proud of the staff of both schools for getting them there. We had another very strong enrollment season. We received 5 times the applicants than we can accept. Sharon took time to talk about the incredible teaching and leadership at both schools, and shared two anecdotes. At each school, there were subgroups of teachers who were honored for prestigious awards. At the middle school, four teachers applied for National Board Certification, and all four received it. This is the most respected certification in k-12 education. At the high school, a group of teachers applied for the Hollyhock Fellowship at Stanford. Eighty five teachers, from across the nation, were accepted, and we had five. It shows the quality of instruction and leadership across the schools. The Learning Policy Institute is leading a study, commissioned by the Ford Foundation and the Chan Zuckerberg Foundation, of schools that are doing an outstanding job of educating students, and we are part of that study. The Learning



Policy Institute has already submitted an article about GMS student-led conferences. At our last board meeting Beth and Rachel talked about the College and Career task force, an incredible pilot program. We have a new partnership with the Boys and Girls Club, and we have doubled the amount of internships for our students. Sharon acknowledged Meg and Marianne for getting us through out time without a Director of Development. Now we have Chanda, and the development team is doing amazing work. We are making amazing progress on the Faculty Compensation Model, trying to do what is right.

Sharon continued by reviewing the year's challenges. Gateway put a stake in the ground and decided to plan ahead, do something innovative and right, and change the way teachers are compensated. It is a lot to take on and there are many challenges. These are the right challenges, but there is risk, and we are under pressure to meet our fundraising goals.

We are still looking for a new principal for GHS. Our initial choice said decided not to take the position. Getting the right person is important. We need someone who will be here for the long term, and who will be committed. We have reinvigorated our search and have begun looking into an interim solution using our internal resources. We have incredible leaders. We will continue to work on this, and report on it.

The last thing is something we are excited about. Next year, gateway is celebrating its 20th anniversary, and we have big plans. Sharon thanked everyone and Sapna introduced Chanda for the development update.

#### **Development Update**

Chanda reviewed the Fundraising and the Foundations Grants reports. We are excited about grants that have been coming in. This has been an underutilized source of funds for ust. We have made great progress with our fundraising, but we are short of our goals, as we have been playing catch-up. Thank you to all trustees who have given this year, and to everyone who has reached out to donors and friends. Sapna thanked Chanda for her amazing work this year and gave the floor to Chris for the Finance report.

#### **Finance Update**

- d. Chris Hero explained a series of required State Funding Compliance Resolutions, and read them to the board:

##### **Resolution 1. Update and VOTE Related to "Education Protection Account"**

As a result of the passage of Proposition 30 in 2012, sales and income tax rates were temporarily increased and the state created an Education Protection Account (EPA) to receive and disburse the additional tax revenues to support funding for education. For each year the EPA exists, the state will withhold a portion of the regular state funding payments and then disburse these funds from the EPA.

##### **Proposition 30 requires the following:**

- o The Board of Trustees, at a public meeting, determines how the monies received will be spent
- o Funds shall not be used for the salaries and benefits of administrators or any other administrative costs

- o Schools must annually post on their website an accounting of how much money was received from the EPA and how that money was spent
- o The annual audit must verify that EPA funds were spent in accordance with the spending plan
- o For fiscal years 2013-2014 through 2018-2019 the spending plan must be approved at the time the budget is adopted

To be in compliance with the annual requirements, it is recommended that the Board approve the use of these funds as they would have been used when categorized as regular state aid – to fund teacher salary and benefit expenses. For Gateway High School, EPA revenues are expected to be \$93,000 for 2018-2019. For Gateway Middle School, EPA revenues are expected to be \$59,000 for 2018-2019.

**BOARD RESOLUTION VOTE:**

*The Gateway Board of Trustees hereby approves to spend the Education Protection Funds to support teacher salaries and benefits for the 2018-2019 school year, for both Gateway High School and Gateway Middle School.*

**Resolution 2. Update and VOTE Related to “Local Control and Accountability Plan”**

Gateway High School and Gateway Middle School are each required to annually develop a Local Control and Accountability Plan (LCAP) and Annual Update and submit that plan and update to the school district by July 1<sup>st</sup> of each year. The LCAP is a document required by the Local Control Funding Formula and is designed to describe the programs and expenses the schools undertake in order to provide an educational program that meets the wide range of student needs, to demonstrate how services are provided to meet the needs of a range of select student groups, and to improve the performance of students in state priority areas. The Annual Update reviews the progress made for each stated goal during the school year, the effectiveness of actions and services provided, and the changes made in the current year LCAP that are based upon this review.

Leadership at both schools has been in consultation with teachers, school personnel, parents and pupils in developing the current year LCAP and Annual Update. It is recommended that the Board approve that the leadership continue the development of the LCAP and Annual Update and submit the completed LCAP and Annual Update to the school district by July 1, 2018.

**BOARD RESOLUTION VOTE:**

*The Gateway Board of Trustees hereby authorizes the leadership of Gateway High School and Gateway Middle School to both continue to develop the LCAP and Annual Update for each site and to submit the final document to the school district by the July 1, 2018 deadline.*

**Resolution 3. Update and VOTE Related to “Federal and State Categorical Funding”**

Each year, the Gateway Board must approve for Gateway High School and Gateway Middle School to apply for various State and Federal categorical funding streams that are distributed by the Department of Education. It is recommended that the Board approve both Gateway High School and Gateway Middle School to apply to the State of California under the consolidated

application for funding of all eligible State and Federal Categorical programs, including the ESSA funding streams.

**BOARD RESOLUTION VOTE:**

*The Gateway Board of Trustees hereby approves that the leadership of Gateway High School and Gateway Middle School determine all eligible State and Federal Categorical programs, including ESSA funding programs, and execute any and all documents required for each application.*

The board voted unanimously to approve all three motions.

e. Approval of Final FY19 Budget:

Chris thanked the board for approving line items at the April meeting. This allowed Gateway to give out contracts the very next day. He then presented the 2018-2019 budget. He noted that this is the same version of the budget that was presented at the April meeting when trustees voted to approve the compensation line items of the budget. He opened the floor to questions about the budget.

There was a question about teacher retention. Sharon told the board that we have not analyzed this year's numbers yet, but she thinks there are fewer departures at the middle school. We do faculty exit surveys to monitor reasons for departures.

Laura told trustees that the finance committee recommends that the Board approve the FY19 budget. Jackie motioned to approve and Suzanne seconded. The trustees voted unanimously to approve the FY19 Budget.

Sapna thanked everyone for all they have done this year, and their commitment to Gateway. She thanked the chairs of all committees for their hard work.

Laura thanked Sharon for all the work she does, and for helping us to continue to reach higher and higher to help our kids. Laura thanked everyone and acknowledged the collective effort.

The meeting was adjourned at 6:30pm.

Signed:  Date:   
Sharon Gillenwater, Board Secretary