Special Meeting of Western Gateway Elementary School, Inc.

Board of Directors Meeting

**A G E N D A**

December 16, 2020, 11:30 AM

309 NW 13th St STE 103, Oklahoma City, OK 73103

In the interest of public health and safety, the public is encouraged to join via Zoom Meeting.

Link: <https://zoom.us/j/93115489699?pwd=ZDBEOWxtYi9RS1Boc0taVHh1dm9Ydz09>

Meeting ID: 931 1548 9699

Passcode: 419610

Board members present at the meeting location:

Blair Humphreys, Dr. Raúl Font, Pete White

Others present at the meeting location:

Heather Zacarias; Head of School, Ashley Terry; Board Clerk, Leslie Batchelor; Legal Counsel, Steve Huff; Charter School Consultant

Access to documents and board agenda will be posted on the Western Gateway Website,

https://www.westerngateway.es/ \*Click on About Us, then click on Board of Directors, scroll down to 2020 meetings for agenda and documents.

Members of the public may submit requests to address the board. To expedite requests to comment, the public may send those requests to the info@westerngateway.es at least 60 minutes prior to the start time of the meeting. The final determination as to whether an item will appear as a public comment will be at the discretion of the board chair. Requests to comment can be heard using the “raise hand” feature or the “chat” feature within the Zoom video conference. Public Comments are limited to three (3) minutes and must be related to an agenda item or topic. Where several people wish to address the same subject, a spokesperson must be selected. The Board Chairman may interrupt and terminate any comments that are not in accordance with any of these criteria. Board members may not respond to speakers’ comments.

1.Click Raise Hand in the Webinar Controls.



2. The host will be notified that you've raised your hand. Click Lower Hand to lower it if needed. 

3. As an attendee, Chat will be in the controls at the bottom of your screen.



4. When you click on chat, the chat window will appear. It will be on the right if you are not in full screen. If you are in full screen, it will appear in a window that you can move around your screen.

5. Type your message and press Enter to send it. If the audio or video connection is disrupted, the meeting will temporarily pause for 10 minutes. After 10 minutes, the meeting will reconvene. If that is not possible, the meeting will end and an announcement about a rescheduled meeting will be posted on the school website.

1. Call to Order & Welcome Blair Humphreys
2. Roll Call Blair Humphreys
3. Action to Enter into Executive Session, if Desired, as authorized by 25 O.S. § 307(B)(1), for the Purpose of Discussing the Employment, including terms and conditions of employment, of an individual salaried public officer or employee with respect to Administrative Assistant.
	1. Executive Session, as authorized by 25 O.S. $ 307(BX1), for the purpose of discussing the Employment, including terms and conditions of employment, of an individual salaried public officer or employee with respect to Administrative Assistant.
4. Action to Reconvene Open Session
5. Consideration and possible action upon authorizing Head of School to Extend Offer, Finalize Terms of, and Execute Contract with Administrative Assistant.
6. Comments by board members and/or public comments.
7. Adjourn