

Western Gateway Elementary School, Inc.  
Board of Directors Meeting  
**AGENDA**

July 22, 2021, 3:30 PM

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

Board members:

Blair Humphreys, Pete White, Ashley Terry, Edgar Medina

School Representatives:

Heather Zacarias, Head of School; Diana Bedwell, Administrative Assistant; Leslie Batchelor, Legal Counsel; Steve Huff, Charter School Consultant; Aylin Murillo, Attendance Clerk

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

<https://www.westerngateway.school> \*Click on About Us, then click on Board of Directors, scroll down to 2020-21 meetings for the agenda.

Official action can be taken only on items that appear on the Agenda. The WGES Board of Directors may adopt, approve, ratify, deny, defer, recommend, amend, strike, or continue any agenda item. When more information is needed to act on an item, the Board or the Chair may refer the matter to the Head of School or Legal Counsel. The Board may also refer items to staff or committees for additional study. Under certain circumstances, items are deferred to a specific later date or stricken from the agenda entirely.

1. Call to Order & Welcome                      Blair Humphreys
2. Roll Call    Blair Humphreys
3. Construction Update                              Blair Humphreys
4. Head of School Update                          Heather Zacarias
  - a. Staffing
  - b. Community Outreach
  - c. Enrollment
  - d. Professional Development
5. Consent Agenda                                  Blair Humphreys

The following items concern reports and items of a routine nature normally approved at Board meetings. They will be considered and voted on together as a group with one vote; provided that any Board member may ask that one or more items be considered and voted on separately. The Consent Agenda includes discussion, consideration, and possible action upon the following items:

- a. Approval of Minutes from June 17, 2021
  - b. Approval of June 2021 financial reports
  - c. Approval of Purchase Orders # 2021-11-37 and 2022-11-1 through 2022-11-18 and any changes to any prior existing purchase orders
  - d. Approval of Family Handbook with the ability to make reasonable modifications by the Head of School
  - e. Approval of Redbud Speech and Language Therapy, PLLC contract to provide speech and language services
  - f. Approval of Keystone Food Services to provide Child Nutrition Services for 2021-22
  - g. Approval of Educational Administrative Services, Inc. to provide consulting services for federal programs for 2021-22
  - h. Approval of Part-time School Nurse employee agreement for 2021-22: Joyce Foltz
6. Election to fill the office of Secretary of the Board of Directors of Western Gateway Elementary School, Inc.
  7. Consideration and possible action to approve the COVID Return to Learn Plan for 2021-22 with provisions to modify as CDC and State guidelines are updated.
  8. Consideration and possible action authorizing Activity Fund accounts and sub-accounts for 2021-2022.

9. Consideration and possible action to approve Purchase Order # 2022-81-01 to purchase and sell Uniforms. Proceeds will be deposited into the Activity Fund. Shirts will be \$10 each or 5 for \$40.
10. Consideration and possible action to approve Diana Bedwell as the Activity Fund custodian
11. Consideration and possible action to approve Jay Jenkins from Oklahoma Consulting & Accounting Services, LLC as School Treasurer
12. Consideration and possible action to approve resolution to join Oklahoma Schools Insurance Group (OSIG) in order to obtain insurance coverage (including property, general liability, board legal liability, and other coverages).
13. Consideration and possible action to approve a job title change from Administrative Assistant to Human Resources Coordinator & School Encumbrance Clerk for Diana Bedwell.
14. Comments by board members and/or public comments.
15. New business
16. Adjourn