



Meeting of the Board of Directors Western Gateway Elementary School

Tuesday, February 22, 2022
5:00 pm

P.O. Box 2362 Oklahoma City, OK 73101
1300 SW 15th Street Oklahoma City, OK 73108
www.westerngateway.school

Western Gateway Elementary School, Inc.

Board of Directors Meeting

A G E N D A

February 22, 2022, 5:00 PM

1300 SW 15th Street, Oklahoma City, OK 73108

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

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 2022 WGES Board Calendar of scheduled 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. Head of School Update Heather Zacarias
 - a. Enrollment/ Lottery
 - b. Media Coverage
 - c. Hiring- Positions, Career Fairs
 - d. Parent Survey Results
4. 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 January 28, 2022
 - b. Approval of January 2022 financial reports
 - c. Approval of Purchase Orders # 2022-11-74 through 2022-11-77 and any changes to any prior existing purchase orders
5. Consideration and possible action to approve the American Rescue Plan Act of 2021 - Elementary and Secondary Schools- Emergency Relief Fund (ARP-ESSER) budget and to authorize the Head of School to make adjustments as necessary. The American Rescue Plan Act of 2021 (ARP) provides an additional \$170.3 billion for the Elementary and Secondary School Relief Fund (ESSER).
6. Consideration and possible action to approve the WGES school calendar for 2022-23 and to authorize the Head of School to make adjustments as necessary.
7. Comments by board members and/or public comments.
8. New business
9. Adjourn

WESTERN GATEWAY ELEMENTARY SCHOOL, INC.

Minutes

Board of Directors Regular Meeting

Friday, January 28, 2022, 4:00 pm

This meeting of the Board of Directors of Western Gateway Elementary School, Inc. was held on Friday, January 28, 2022 at 4:00 pm. The meeting was held in person at 1300 SW 15th Street, Oklahoma City.

Statement of Compliance with the Oklahoma Open Meeting Act:

The meeting agenda was delivered to the Oklahoma County Clerk on Monday, January 24, 2022, and had been posted on January 24, 2022 on the school website: <http://www.westerngateway.school>

1. Call to Order

Mr. Blair Humphreys called the meeting to order at 4:04 p.m. on January 28, 2022.

2. Roll Call

Mr. Humphreys called the roll. Board members present were: Mr. Humphreys, Mr. Edgar Medina, and Ms. Ashley Terry. Others present were: Heather Zacarias, Head of School, Leslie Batchelor, Legal Counsel and Diana Bedwell.

3. Update from Heather Zacarias, Head of School

Ms. Zacarias shared an update on WGES Covid-19 protocols and Oklahoma Schools Covid-19 Prevention Project 723. With this new grant we will be hiring a part time nurse to assist in Covid testing and additional needs. We will be able to provide additional time and attention on sanitizing and carpet cleaning in the efforts to keep our school healthy and safe. Ms. Zacarias also informed the Board of the enrollment timeline for the 2022-23 school year. There was a discussion about the addition of 2nd grade and whether it is in the best interest of the school to offer a single language option for 2022-23. It was decided based on capacity and interest surveys that 2nd grade will offer only dual-language. WGES will be utilizing social media again this year to get information out to our community that it is now time to enroll for next year. She also updated the Board on our recent addition of a Facilities Manager. Josh Tracey has helped us keep our school looking beautiful and keeping our systems working. Lastly, Ms. Zacarias shared a video of a Kindergarten class during morning announcements. The video showed the students reciting the school creed.

A motion was made by Mr. Humphreys to approve the decision to defer establishing a 2nd grade single language classroom for 2022-23. The motion was seconded by Ms. Terry, and approved on the following vote:

Ayes: Humphreys, Terry, Medina

Nays: None

4. Consideration and authorization of WGES Consent Agenda

A motion was made by Mr. Medina to approve the Western Gateway consent agenda. The motion was seconded by Ms. Terry, and approved on the following vote:

Ayes: Humphreys, Terry, Medina

Nays: none

5. Board Comments

None

6. New Business

None

7. Adjournment

A motion was made by Mr. Medina to adjourn the meeting. The motion was seconded by Ms. Terry and approved on the following vote:

Ayes: Terry, Humphreys, Medina

Nays: none

The meeting was adjourned at 4:53 pm.

Edgar Medina, Board Secretary

**WESTERN GATEWAY ELEMENTARY SCHOOL
OKLAHOMA CITY, OKLAHOMA**

MONTHLY FINANCIAL REPORT

January 31, 2022 and Year to Date

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Activity Fund Revenue/Expenditure Summary



JENKINS & KEMPER
CERTIFIED PUBLIC ACCOUNTANTS, P.C.

JACK JENKINS, CPA
MICHAEL KEMPER, CPA

February 4, 2022

Honorable Board of Education
Western Gateway
Oklahoma City, Oklahoma

We have compiled the accompanying statement of assets, liabilities, and net assets – cash basis for the Western Gateway as of January 31, 2022 and the related statements of revenues and expenses – cash basis for the seven (7) months then ended. Prior year's comparative revenue and expense information and current year budgetary information are included in the related statements of revenue and expenses, as well as items listed in the table of contents under the heading supplemental information, which are presented only for analysis purposes. Our compilation was performed in accordance with Statements on Standards for Accounting and Review Services issued by the American Institute of Certified Public Accountants. The financial statements have been prepared on the cash basis of accounting and the budget laws of the State of Oklahoma, which is a basis of accounting other than generally accepted accounting principles.

A compilation is limited to presenting, in the form of financial statements and supplemental information that is the representation of the management. We have not audited or reviewed the accompanying financial statements and supplemental information and, accordingly, do not express an opinion or any other form of assurance on them. However, we did become aware of a departure from the cash and budgetary basis of accounting that is described in the following paragraph.

The regulatory basis of accounting requires a specific format of presentation of governmental funds and the accompanying presentation does not comply with that format. Additionally, fixed assets and any related debt are not included in the statement of assets, liabilities and net assets presented on a cash basis. Any such accounts are reflected in the statement of revenues and expenses as a corresponding receipt and/or expenditure of funds. The effects of these departures on the financial statements have not been determined.

Management has elected to omit substantially all of the disclosures ordinarily included in financial statements prepared on the cash basis of accounting. If the omitted disclosures were included in the financial statements, they might influence the user's conclusions about the School's assets, liabilities, net assets, revenues and expenses. Accordingly, these financial statements are not designed for those who are not informed about such matters.

We are not independent with respect to Western Gateway

Sincerely,

Jenkins & Kemper, CPAs P.C.

Jenkins & Kemper
Certified Public Accountants, P.C.

**WESTERN GATEWAY ELEMENTARY SCHOOL - 2021-22 FISCAL YEAR
STATEMENT OF ASSETS, LIABILITIES AND NET ASSETS - CASH BASIS
AT JANUARY 31, 2022**

	<u>General Fund</u>	<u>Gifts Fund</u>	<u>Activity</u>	<u>Totals</u>
Assets				
Cash	<u>\$ (105,647.18)</u>	<u>679,642.76</u>	<u>7,394.50</u>	<u>581,390.08</u>
Liabilities				
Outstanding Payments	24,203.83	-	-	24,203.83
Funds Held for Student Organizations	<u>-</u>	<u>-</u>	<u>7,394.50</u>	<u>7,394.50</u>
Total Liabilities	<u>24,203.83</u>	<u>-</u>	<u>7,394.50</u>	<u>31,598.33</u>
 Net Assets	 <u>\$ (129,851.01)</u>	 <u>679,642.76</u>		 <u>549,791.75</u>

WESTERN GATEWAY ELEMENTARY SCHOOL
 COMBINED STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN CASH FUND
 BALANCES REGULATORY BASIS - ALL GOVERNMENTAL FUND TYPES AND EXPENDABLE TRUSTS
 JANUARY 31, 2022

	<u>GOVERNMENTAL FUND TYPES</u>		<u>FIDUCIARY FUND TYPES</u>	<u>TOTALS</u>
	<u>GENERAL</u>	<u>SPECIAL REVENUE</u>	<u>EXPENDABLE TRUST</u>	<u>(MEMO. ONLY)</u>
Revenues				
Local sources	\$ 7,786.34		464,134.14	471,920.48
State sources	624,768.33			624,768.33
Federal sources	316,460.48			316,460.48
Non-revenue receipts	320.00			320.00
Total revenues	<u>949,335.15</u>	<u>-</u>	<u>464,134.14</u>	<u>1,413,469.29</u>
Expenditures				
Instruction	622,879.28		3,728.44	626,607.72
Support services	385,641.12		167,230.61	552,871.73
Operation of non-instructional services	52,490.80			52,490.80
Facilities, acquisition and const. services				-
Other uses	18,174.96			18,174.96
Debt service				-
Total expenditures	<u>1,079,186.16</u>	<u>-</u>	<u>170,959.05</u>	<u>1,250,145.21</u>
Revenues over (under) expenditures	(129,851.01)	-	293,175.09	163,324.08
Cash fund balance, beginning of year	<u>-</u>		<u>386,467.67</u>	<u>386,467.67</u>
Cash fund balance, end of period	<u>\$ (129,851.01)</u>	<u>-</u>	<u>679,642.76</u>	<u>549,791.75</u>

WESTERN GATEWAY ELEMENTARY SCHOOL - 2021-22 FISCAL YEAR
STATEMENT OF REVENUE AND EXPENSES- GENERAL FUND - CASH BASIS

	Source Codes	2020-21 Actual	2020-21 As of 1/31/21	% of YTD to Actual	2021-22 Budgeted	2021-22 As of 1/31/22	% of YTD to Budgeted
<u>Revenue</u>							
Reimbursements	1500	-	-	N/A	\$ 2,500.01	2,500.01	100.0%
Donations	1610	\$ 255,537.34	104,877.73	41.0%	-	-	N/A
Refund of Prior Year Expenditure	1680	-	-	N/A	2,565.20	5,065.20	197.5%
Local CNP	1700	-	-	N/A	500.00	221.13	44.2%
Foundation and Salary Incentive Aid	3210	-	-	N/A	1,004,197.70	551,898.69	55.0%
Flexible Benefit Allowance	3250	-	-	N/A	115,689.12	62,472.13	54.0%
Reading Sufficiency (prj 367)	3415	-	-	N/A	5,608.78	5,608.78	100.0%
State Textbooks (prj 333)	3420	-	-	N/A	4,788.73	4,788.73	100.0%
Title I pt. A (prj 511)	4210	-	-	N/A	52,974.49	-	0.0%
Title II pt. A (prj 541)	4271	-	-	N/A	6,700.24	-	0.0%
Special Education - Flow Through (prj 621)	4310	-	-	N/A	26,000.00	-	0.0%
Title IV, pt. A (prj 552)	4442	-	-	N/A	10,000.00	-	0.0%
CSP Grant (Proj. 771)	4462	358,804.64	89,423.73	24.9%	450,962.50	282,338.99	62.6%
Federal Meal Reimbursement	4700	-	-	N/A	70,000.00	34,121.49	48.7%
Correcting Entries	5600	3.00	3.00	100.0%	-	320.00	N/A
Total revenue		<u>614,344.98</u>	<u>194,304.46</u>	31.6%	<u>1,752,486.77</u>	<u>949,335.15</u>	54.2%
<u>Expenditures</u>							
Payroll		172,238.09	73,396.32	42.6%	1,149,165.79	599,188.21	52.1%
Accounts Payable		<u>442,106.89</u>	<u>38,620.53</u>	8.7%	<u>793,713.99</u>	<u>479,997.95</u>	60.5%
Total expenditures		<u>614,344.98</u>	<u>112,016.85</u>	18.2%	<u>1,942,879.78</u>	<u>1,079,186.16</u>	55.5%
Revenue over (under) expenses		-	82,287.61		(190,393.01)	(129,851.01)	
Net Assets (beginning)	6110	-	-	N/A	-	-	N/A
Other Financing Sources (Uses):							
Transfers available from Gift Fund		<u>-</u>	<u>-</u>		<u>679,642.76</u>	<u>-</u>	
Ending Net Assets		<u>\$ -</u>	<u>82,287.61</u>		<u>\$ 489,249.75</u>	<u>(129,851.01)</u>	

SUPPLEMENTAL INFORMATION

WESTERN GATEWAY ELEMENTARY SCHOOL - 2021-22 FISCAL YEAR
GENERAL FUND -SUPPLEMENTAL REPORT OF REVENUE BY MONTH - CASH BASIS

	<u>Totals</u>	<u>July</u>	<u>August</u>	<u>September</u>	<u>October</u>	<u>November</u>	<u>December</u>	<u>January</u>
Refunds and Other Local	7,565.21	0.01	2,500.00	-	-	2,565.20	-	2,500.00
Adult Meals	221.13	-	-	-	-	55.25	153.13	12.75
State Aid	551,898.69	-	73,843.69	82,046.33	73,842.64	73,842.64	73,842.64	174,480.75
Flexible Benefits Allowance	62,472.13	-	-	-	-	-	52,060.10	10,412.03
Reading Sufficiency	5,608.78	-	-	-	-	-	5,608.78	-
State Textbooks	4,788.73	-	-	-	-	-	-	4,788.73
CSP Grant	282,338.99	-	82,180.42	56,184.29	100,588.38	-	38,947.90	4,438.00
Federal Meal Reimbursement	34,121.49	-	-	-	-	34,121.49	-	-
Non-revenue sources	320.00	-	-	-	-	320.00	-	-
	<u>949,335.15</u>	<u>0.01</u>	<u>158,524.11</u>	<u>138,230.62</u>	<u>174,431.02</u>	<u>110,904.58</u>	<u>170,612.55</u>	<u>196,632.26</u>

WESTERN GATEWAY ELEMENTARY SCHOOL - 2021-22 FISCAL YEAR
STATEMENT OF EXPENSES BY PROJECT/OBJECT
- GENERAL FUND - CASH BASIS

Classification (Project-Object)	Object	2020-21 Actuals	2021-22 Original Budget	2021-22 As of 1/31/22	% of YTD to Budg.
General Fund & Local Codes (Proj. 000)					
Salaries	100	\$ -	780,000.00	405,006.10	51.92%
Employee Benefits	200	-	175,000.00	91,300.86	52.17%
Worker's Comp./State Unempl.	270-280	-	10,000.00	-	0.00%
Administrative Services	310	-	6,000.00	5,000.00	83.33%
Accounting Services	331	-	18,000.00	9,750.00	54.17%
Medical Services	336	-	-	180.00	N/A
Water Service	411	-	4,000.00	2,864.94	71.62%
Cleaning Services	421	-	38,000.00	20,460.17	53.84%
Disposal Services	423	-	1,300.00	1,574.76	121.14%
Lawn Care Services	426	-	8,000.00	3,329.15	41.61%
Insurance Services	520	-	49,672.00	51,652.00	103.99%
Communications Services	530	-	20,005.00	5,282.00	26.40%
General Supplies	600	-	5,000.00	1,633.96	32.68%
Building Supplies	618	-	20,000.00	7,724.50	38.62%
Electricity	624	-	36,000.00	12,168.60	33.80%
Natural Gas	627	-	6,000.00	2,677.96	44.63%
Dues and Fees	800	5.01	537.00	1,158.55	215.74%
Reimbursement/Correcting Entries	900	3.00	27,000.00	16,876.96	62.51%
Subtotal		8.01	1,204,514.00	638,640.51	53.02%
Donations - Inasmuch (Proj. 001)					
Salaries/Employee Benefits	100-299	-	65,347.65	34,019.42	52.06%
Technology Services	346	-	500.00	500.00	100.00%
Legal Expenses	354	10,000.00	-	-	N/A
Professional Development	359	7,000.00	-	-	N/A
Building Technology Repairs	432	-	3,000.00	528.18	17.61%
Insurance	520	5,561.90	-	-	N/A
Communications	530	15,000.00	1,500.00	1,500.00	100.00%
Advertising	540	10,833.78	574.18	833.18	145.11%
Printing	550	5,608.70	500.00	-	0.00%
Office Supplies and Tech	600	48,814.96	12,945.00	8,497.28	65.64%
Dues and Fees	800	100.00	-	-	N/A
Subtotal		102,919.34	84,366.83	45,878.06	54.38%
Donations - Wheeler (Proj. 002)					
Communications	530	1,129.00	-	-	N/A
Office/Tech Supplies	600	829.38	-	-	N/A
Subtotal		1,958.38	-	-	N/A
Donations - Walton (Proj. 003)					
Salaries/Employee Benefits	100-299	4,574.42	884.08	884.08	100.00%
Workers Compensation	290	17.63	1,298.00	1,298.00	100.00%
Management Services	312	630.00	-	-	N/A
Professional Education Services	320	-	7,000.00	3,744.00	53.49%
Legal Services	354	3,165.00	-	-	N/A
Communications	530	13,258.80	71.50	111.50	155.94%
Advertising	540	-	-	-	N/A
Office Supplies and Tech	600	39,094.54	65,359.50	12,611.14	19.30%
Dues and Fees	800	328.99	470.00	110.00	23.40%
Subtotal		61,069.38	75,083.08	18,758.72	24.98%
Funding the Future (Proj. 009)					
Books/Periodicals	640	-	2,500.00	2,500.00	100.00%

WESTERN GATEWAY ELEMENTARY SCHOOL - 2021-22 FISCAL YEAR
STATEMENT OF EXPENSES BY PROJECT/OBJECT
- GENERAL FUND - CASH BASIS

Classification (Project-Object)	Object	2020-21 Actuals	2021-22 Original Budget	2021-22 As of 1/31/22	% of YTD to Budg.
Child Nutrition Program (Proj. various CNP)					
Food Service Management	570	-	99,000.00	50,959.93	51.47%
Kitchen Products and Supplies	617	-	1,000.00	-	0.00%
Subtotal		-	100,000.00	50,959.93	50.96%
Flexible Benefit Allowance (Proj. 331-335)					
Salaries/Employee Benefits	100-299	-	116,000.00	56,043.69	48.31%
Special Education (Proj. 621)					
Salaries/Employee Benefits	100-299	-	-	-	N/A
Medical Services	336	-	18,500.00	16,615.72	89.81%
General Supplies	600	-	-	-	N/A
Subtotal		-	18,500.00	16,615.72	89.81%
Covid Prevention (Proj. 723)					
Building Services	400	-	880.00	880.00	100.00%
Supplies	600	-	290.05	290.05	100.00%
Subtotal		-	1,170.05	1,170.05	100.00%
CSP Grant - OPSRC (Proj. 771)					
Salaries/Employee Benefits	100-299	167,663.67	11,934.06	11,934.06	100.00%
Workers Compensation	290	536.37	-	-	N/A
Administrative Services (EAS)	311	3,625.00	-	-	N/A
E-Rate Services	312	3,000.00	2,673.00	2,673.00	100.00%
Accounting Services (OCAS)	331	3,700.00	-	-	N/A
Legal Services	354	16,000.00	10,000.00	3,585.00	35.85%
Professional Development (in house)	359	-	6,340.00	5,890.00	92.90%
Online Software/Communications	530	4,510.00	-	-	N/A
Advertising	540	13,500.00	5,310.93	990.00	18.64%
Office/Instructional Supplies	619	25,283.00	88,000.00	49,535.58	56.29%
Books/Periodicals	640	-	91,191.51	54,478.92	59.74%
Furniture and Fixtures	651	173,947.40	578.82	578.82	100.00%
Technology Supplies/Software	653	36,256.90	108,327.50	106,451.05	98.27%
Machines	656	-	3,500.00	3,152.38	90.07%
Technology Related Hardware	733	-	6,700.00	6,660.67	99.41%
Fees/Registrations	800	367.53	6,190.00	2,690.00	43.46%
Subtotal		448,389.87	340,745.82	248,619.48	72.96%
Grand Total		\$ 614,344.98	1,942,879.78	1,079,186.16	55.55%
Payroll Expenses	100-200	172,238.09	1,149,165.79	599,188.21	52.14%
Non-Payroll Expenses	300-900	442,106.89	793,713.99	479,997.95	60.47%
Totals		\$ 614,344.98	1,942,879.78	1,079,186.16	55.55%

**WESTERN GATEWAY ELEMENTARY SCHOOL - 2021-22 FISCAL YEAR
SUPPLEMENTAL TWO YEAR COMPARISON OF EXPENSES - CASH BASIS**

	2020-21 Expenditures		2021-22 Expenditures	
	<u>Salary</u>	<u>Non-salary</u>	<u>Salary</u>	<u>Non-salary</u>
July	-	3.00	20,804.88	16,830.75
August	11,188.08	3.00	97,575.92	29,918.58
September	11,929.03	10,004.50	97,176.77	139,612.14
October	11,929.03	6,022.53	97,149.76	115,862.40
November	11,929.03	13,275.50	95,509.25	46,685.02
December	11,929.03	1,290.00	94,081.25	34,289.35
January	14,492.12	8,022.00	96,890.38	96,799.71
February	16,131.39	9,958.87	-	-
March	16,131.39	18,244.90	-	-
April	17,348.59	186,985.20	-	-
May	17,624.59	24,024.50	-	-
June	31,605.81	164,272.89	-	-
	<u>172,238.09</u>	<u>442,106.89</u>	<u>599,188.21</u>	<u>479,997.95</u>
		<u>614,344.98</u>		<u>1,079,186.16</u>

	2020-21 Expenditures		2021-22 Expenditures	
	<u>Salary</u>	<u>Non-salary</u>	<u>Salary</u>	<u>Non-salary</u>
July	-	3.00	20,804.88	16,830.75
August	11,188.08	3.00	97,575.92	29,918.58
September	11,929.03	10,004.50	97,176.77	139,612.14
October	11,929.03	6,022.53	97,149.76	115,862.40
November	11,929.03	13,275.50	95,509.25	46,685.02
December	11,929.03	1,290.00	94,081.25	34,289.35
January	14,492.12	8,022.00	96,890.38	96,799.71
February	-	-	-	-
March	-	-	-	-
April	-	-	-	-
May	-	-	-	-
June	-	-	-	-
	<u>73,396.32</u>	<u>38,620.53</u>	<u>599,188.21</u>	<u>479,997.95</u>
		<u>112,016.85</u>		<u>1,079,186.16</u>

Western Gateway Elementary School Inc.

Revenue/Expenditure Summary

Options: Fund: 81, Date Range: 7/2/2021 - 1/31/2022

	Begin Balance	Receipts	Adjusting Entries	Payments	Cash End Balance	Unpaid POs	End Balance
000 NONCATEGORICAL FUNDS	\$0.00	\$13.06	\$0.00	\$0.00	\$13.06	\$0.00	\$13.06
001 INASMUCH FOUNDATION	\$147,080.66	\$250,000.00	\$0.00	\$6,128.92	\$390,951.74	\$300.15	\$390,651.59
002 WCF DONATION	\$65,041.62	\$204,371.08	\$0.00	\$150,849.69	\$118,563.01	\$106,666.68	\$11,896.33
003 WALTON GRANT	\$174,345.39	\$0.00	\$0.00	\$10,252.00	\$164,093.39	\$748.00	\$163,345.39
005 CROSSFIRST BANK (PLAYGROUND)	\$0.00	\$1,850.00	\$0.00	\$0.00	\$1,850.00	\$0.00	\$1,850.00
007 TFCU	\$0.00	\$1,300.00	\$0.00	\$0.00	\$1,300.00	\$0.00	\$1,300.00
008 NEW HORIZONS FNDTN - AMZN	\$0.00	\$6,600.00	\$0.00	\$3,728.44	\$2,871.56	\$2,871.56	\$0.00
Total	\$386,467.67	\$464,134.14	\$0.00	\$170,959.05	\$679,642.76	\$110,586.39	\$569,056.37

Western Gateway Elementary School Inc.**Revenue/Expenditure Summary****Options:** Fund: 60, Date Range: 7/2/2021 - 1/31/2022

	Begin Balance	Receipts	Adjusting Entries	Payments	Cash End Balance	Unpaid POs	End Balance
801 UNIFORMS	\$0.00	\$5,950.00	\$0.00	\$12.00	\$5,938.00	\$4.00	\$5,934.00
802 SMART DISMISSAL	\$0.00	\$144.00	\$0.00	\$0.00	\$144.00	\$0.00	\$144.00
803 CHILD NUTRITION CLEARING	\$0.00	\$42.50	\$0.00	\$0.00	\$42.50	\$0.00	\$42.50
804 YARD SIGNS	\$0.00	\$295.00	\$0.00	\$0.00	\$295.00	\$0.00	\$295.00
805 SCHOOL PICTURES	\$0.00	\$975.00	\$0.00	\$0.00	\$975.00	\$0.00	\$975.00
Total	\$0.00	\$7,406.50	\$0.00	\$12.00	\$7,394.50	\$4.00	\$7,390.50

Fund	Vendor Name	PO No	PO Date	Description	Encumbered	Paid	Unpaid
11	ABB CREATIONS LTD.	1	7/1/2021	CURRICULUM DEVELOPMENT AND INSTR TECH SUPP	\$1,380.00	\$1,380.00	\$0.00
11	ACADEMIC LEARNING CO. dba VELAZQUEZ	2	7/1/2021	CURRICULUM DEVELOPMENT AND INSTR TECH SUPP	\$11,000.00	\$7,341.60	\$3,658.40
11	APPLE, INC.	3	7/1/2021	CURRICULUM DEVELOPMENT AND INSTR TECH SUPP	\$100,000.00	\$98,123.55	\$1,876.45
11	BENCHMARK EDUCATION COMPANY	4	7/1/2021	CURRICULUM DEVELOPMENT AND INSTR TECH SUPP	\$86,500.00	\$48,218.40	\$38,281.60
11	GREAT MINDS PBC	5	7/1/2021	CURRICULUM DEVELOPMENT AND INSTR TECH SUPP	\$8,000.00	\$7,897.55	\$102.45
11	LITERACY RESOURCES, LLC	6	7/1/2021	CURRICULUM DEVELOPMENT AND INSTR TECH SUPP	\$2,084.93	\$2,084.93	\$0.00
11	HEINEMANN	7	7/1/2021	CURRICULUM DEVELOPMENT AND INSTR TECH SUPP	\$4,500.00	\$4,048.26	\$451.74
11	LAKESHORE LEARNING	8	7/1/2021	CURRICULUM DEVELOPMENT AND INSTR TECH SUPP	\$50,000.00	\$6,574.06	\$43,425.94
11	SECURLY, INC.	9	7/1/2021	CURRICULUM DEVELOPMENT AND INSTR TECH SUPP	\$2,232.50	\$2,232.50	\$0.00
11	THOMPSON SCHOOL BOOK	10	7/1/2021	CURRICULUM DEVELOPMENT AND INSTR TECH SUPP	\$33,626.58	\$33,626.58	\$0.00
11	OKLAHOMA SCHOOL ASSURANCE GROUP	11	7/1/2021	WORKERS COMP	\$1,298.00	\$1,298.00	\$0.00
11	ARROWHEAD ARCHERY	12	7/8/2021	PROFESSIONAL DEVELOPMENT	\$150.00	\$110.00	\$40.00
11	EDUCATION ALIVE	13	7/8/2021	PROFESSIONAL DEVELOPMENT	\$500.00	\$450.00	\$50.00
11	PLAN IT FIRE	14	7/8/2021	FIRE ALARM MONITORING	\$0.00	\$0.00	\$0.00
11	CLASSIC PAPER SUPPLY INC.	15	7/14/2021	JANITORIAL SUPPLIES	\$18,000.00	\$7,019.43	\$10,980.57
11	AMUNDSEN COMMERCIAL KITCHENS	16	7/14/2021	KITCHEN APPLIANCES AND EQUIP	\$7,000.00	\$1,481.09	\$5,518.91
11	STAPLES BUSINESS CREDIT	17	7/14/2021	OFFICE/INSTR. SUPPLY	\$4,000.00	\$3,630.32	\$369.68
11	MUNICIPAL ACCOUNTING SYSTEMS, INC.	18	7/14/2021	ACCOUNTING SOFTWARE/FORMS	\$6,880.00	\$6,380.00	\$500.00
11	HEATHER ZACARIAS	19	7/21/2021	REIMB SUPPLIES/TRAVEL	\$1,000.00	\$680.70	\$319.30
11	DIANA BEDWELL	20	7/21/2021	REIMB SUPPLIES/TRAVEL	\$500.00	\$107.60	\$392.40
11	ROCKET COLOR	21	7/21/2021	PRINTING SCHOOL MATERIALS	\$1,000.00	\$660.00	\$340.00
11	ARTS COUNCIL	22	7/21/2021	ARTIST RESIDENCY PROGRAM	\$7,000.00	\$3,744.00	\$3,256.00
11	REDBUD SPEECH AND LANGUAGE	23	7/21/2021	SPEECH THERAPY	\$9,000.00	\$7,141.97	\$1,858.03
11	EVALUATION WORKS, LLC	24	7/21/2021	PSYCH EVAL SERVICES	\$11,000.00	\$7,605.00	\$3,395.00
11	OKLAHOMA SCHOOL INSURANCE GROUP	25	7/21/2021	PROPERTY/ELL INSURANCE	\$49,672.00	\$49,672.00	\$0.00
11	QUINTELLA PRINTING	26	7/21/2021	NAME BADGES/PARKING SAFETY SIGNAGE	\$1,000.00	\$0.00	\$1,000.00
11	ULINE	27	7/21/2021	PARKING LOT SIGNAGE/CLASSROOM MATERIALS	\$1,000.00	\$165.46	\$834.54
11	USPS	28	7/21/2021	POSTAGE	\$400.00	\$207.00	\$193.00

11	SYNCB/AMAZON	29	7/21/2021	INSTRUCTIONAL SUPPLIES AND MATERIALS	\$5,000.00	\$1,633.96	\$3,366.04
11	SAM'S CLUB	30	7/21/2021	CLASSROOM SUPPLIES/ PAPER GOODS	\$5,000.00	\$1,552.28	\$3,447.72
11	MEDINA HANDYMAN SERVICES	31	7/21/2021	CUSTODIAL SERVICES	\$40,000.00	\$25,931.45	\$14,068.55
11	THE SAMPSON GROUP	32	7/21/2021	PROFESSIONAL DEVELOPMENT	\$3,500.00	\$3,500.00	\$0.00
11	JOYCE FOLTZ, LLC	33	7/21/2021	PROFESSIONAL DEVELOPMENT	\$440.00	\$440.00	\$0.00
11	RIVIVED EDUCATIONAL SERVICES	34	7/21/2021	TECH TRAINING	\$1,000.00	\$600.00	\$400.00
11	OKLAHOMA WRITING PROJECT	35	7/21/2021	PROFESSIONAL DEVELOPMENT	\$900.00	\$900.00	\$0.00
11	R.K. BLACK, INC.	36	7/28/2021	COPIER LEASE/MAINT AGREEMENT	\$9,700.00	\$7,188.85	\$2,511.15
11	DALE ROGERS TRAINING CENTER	37	7/28/2021	STAFF NAME TAGS	\$405.00	\$405.00	\$0.00
11	HISPANIC CHAMBER OF COMMERCE	38	8/4/2021	EXPO BOOTH REGISTRATION	\$320.00	\$320.00	\$0.00
11	SCHOOL SPECIALTY	39	8/4/2021	LAMINATOR AND FOLDERS	\$3,500.00	\$3,152.38	\$347.62
11	SCOTT RICE	40	8/4/2021	OFFICE FURNITURE	\$578.82	\$578.82	\$0.00
11	OKC PERMITS AND ID UNIT	41	8/4/2021	PERMIT FOR ALARM	\$27.00	\$27.00	\$0.00
11	OKLAHOMA CONSULTING AND ACCOUNTING	42	8/4/2021	ACCOUNTING SERVICES	\$24,000.00	\$12,000.00	\$12,000.00
11	BRAID CREATIVE	43	8/11/2021	ADVERTISING	\$1,490.00	\$1,240.00	\$250.00
11	CENTER FOR ECONOMIC DEVELOPMENT LAW	44	8/11/2021	LEGAL SERVICES	\$10,000.00	\$3,585.00	\$6,415.00
11	YORK	45	8/20/2021	INTERCOM FOR FRONT DOOR	\$1,931.00	\$0.00	\$1,931.00
11	OG&E	46	8/26/2021	ELECTRICITY	\$36,000.00	\$12,168.60	\$23,831.40
11	CITY OF OKC WATER	47	8/26/2021	WATER SERVICE	\$4,000.00	\$2,864.94	\$1,135.06
11	WM CORPORATE SERVICES, INC.	48	8/26/2021	WASTE MANAGEMENT	\$2,500.00	\$2,042.11	\$457.89
11	WHEELER COMMUNITY FOUNDATION	49	8/26/2021	REASSIGNED TO GIFTS AS PER 11.18.21 BOARD MEETING	\$0.00	\$0.00	\$0.00
11	OKLAHOMA TEACHER'S RETIREMENT	50	8/31/2021	July	\$1,150.77	\$1,150.77	\$0.00
11	MODERN ENVIRONMENT	51	9/2/2021	GROUNDS MAINTENANCE	\$8,000.00	\$3,994.98	\$4,005.02
11	MIDFIRST BANK	52	7/1/2021	BANK FEES	\$510.00	\$275.00	\$235.00
11	KEYSTONE FOODSERVICE	53	9/2/2021	CNP MEALS	\$100,000.00	\$50,959.93	\$49,040.07
11	COX BUSINESS	54	9/9/2021	INTERNET SERVICE	\$15,600.00	\$2,610.00	\$12,990.00
11	THE UNIVERSITY OF OKLAHOMA-ELQA	55	9/10/2021	DUAL LANGUAGE BUNDLES SUBSCRIPTION	\$1,335.00	\$1,335.00	\$0.00
11	BRIDGE TOWER OpCo, LLC	56	9/23/2021	PUBLISH EON	\$234.18	\$234.18	\$0.00
11	CLASSTAG	57	9/23/2021	COMMUNICATIONS/TECH	\$1,500.00	\$1,500.00	\$0.00
11	PROFESSIONAL OKLAHOMA EDUCATORS	58	9/23/2021	WORKSHOP	\$140.00	\$140.00	\$0.00
11	OKCPS FINANCIAL SERVICES - TREASURY	59	9/23/2021	SPONSOR FEES	\$30,090.26	\$16,556.96	\$13,533.30
11	ELITE TECHNOLOGY SOLUTIONS, LLC	60	9/30/2021	PHONES/LAPTOPS/TECH	\$7,325.00	\$7,225.00	\$100.00
11	ONG	61	10/8/2021	NATURAL GAS	\$6,000.00	\$2,677.96	\$3,322.04
11	TODAY'S THERAPY SOLUTIONS	62	10/21/2021	SPECIAL ED SERVICES	\$2,500.00	\$2,288.75	\$211.25
11	CLIA LABORATORY PROGRAM	63	11/11/2021	COVID TESTING	\$180.00	\$180.00	\$0.00

11	KELLOGG & SOVEREIGN CONSULTING, LLC	64	11/11/2021	ERATE CONSULTING SERVICES	\$4,673.00	\$4,673.00	\$0.00
11	JENKINS & KEMPER CPA, P.C.	65	11/11/2021	TAX RETURN PREPARATION	\$750.00	\$750.00	\$0.00
11	AUTISM-PRODUCTS.COM	66	11/17/2021	INSTRUCTIONAL SUPPLY	\$1,000.00	\$590.38	\$409.62
11	TEACHERS COLLEGE READING & WRITING	67	11/19/2021	PROFESSIONAL DEVELOPMENT	\$650.00	\$650.00	\$0.00
11	LOCKE SUPPLY	68	12/3/2021	BLDG SUPPLIES	\$400.00	\$0.00	\$400.00
11	HOME DEPOT	69	12/3/2021	MAINT/BLDG SUPPLY	\$500.00	\$0.00	\$500.00
11	FILTER TEC	70	12/3/2021	HVAC SUPPLIES	\$600.00	\$363.84	\$236.16
11	SCHOLASTIC INC. EDUCATION	71	12/17/2021	LIBRARY BOOKS	\$30,000.00	\$0.00	\$30,000.00
11	BOOKS DEL SUR LLC	72	12/17/2021	LIBRARY BOOKS	\$5,000.00	\$2,500.00	\$2,500.00
11	DEMCO LIBRARY SUPPLIES	73	12/17/2021	LIBRARY SUPPLIES	\$5,000.00	\$1,317.18	\$3,682.82
11	BECKMAN COMPANY	74	1/13/2022	CYBER INSURANCE	\$1,980.00	\$1,980.00	\$0.00
11	OKLAHOMA STATE DEPT OF EDUCATION	75	1/21/2022	CHARTER SCHOOL CLOSURE REVOLVING FUND	\$809.55	\$809.55	\$0.00
11	CANDOR	76	1/21/2022	PUBLIC RELATIONS	\$6,375.00	\$6,375.00	\$0.00
11	METRO FAMILY MAGAZINE	77	1/21/2022	ADVERTISING	\$349.00	\$349.00	\$0.00
					\$801,667.59	\$493,496.87	\$308,170.72
60	MIDFIRST BANK	1	7/1/2021	BANK FEES	\$16.00	\$12.00	\$4.00
81	QUINTELLA PRINTING	1	7/14/2021	UNIFORMS	\$11,000.00	\$10,252.00	\$748.00
81	CANDOR	2	7/21/2021	PUBLIC RELATIONS	\$5,929.07	\$5,929.07	\$0.00
81	SYNCB/AMAZON	3	7/21/2021	SETTING UP TEACHER CLASSROOMS	\$6,600.00	\$3,728.44	\$2,871.56
81	SCHOOL SAFE ID	4	9/30/2021	HANG TAGS FOR PARENT PICKUP	\$500.00	\$199.85	\$300.15
81	WHEELER COMMUNITY FOUNDATION	5	8/26/2021	WHEELER RENT FROM DONATION	\$257,516.37	\$177,516.36	\$80,000.01
81	OKLAHOMA COUNTY TREASURER	6	12/31/2021	AD VALOREM TAXES	\$0.00	\$0.00	\$0.00

\$281,545.4 \$197,625.7 \$83,919.7



Western Gateway Elementary ARP-ESSER III Plan

Part 1: Strategies for Prevention and Mitigation of Covid

The extent to which and how the funds will be used to implement prevention and mitigation strategies that are, to the greatest extent practicable, consistent with the most recent CDC guidance on reopening schools, in order to continuously and safely open and operate schools for in-person learning.

Western Gateway Elementary is proud to have remained open throughout the 2021-2022 school year. As a new school in a brand new building, we have not faced needs for building updates (such as HVAC, carpeting, and furniture) to prevent and mitigate Covid. For possible virtual learning, students already have 1:1 technology and through surveys, parents have not indicated a need for additional connectivity. As such, Western Gateway will reserve all funds for Part 2: Strategies for Addressing Learning Loss.

Part 2: Strategies for Addressing Learning Loss

How the LEA will use the funds it reserves under section 2001(e)(1) of the ARP Act to address the academic impact of lost instructional time through the implementation of evidence-based interventions, such as summer learning or summer enrichment, extended day, comprehensive afterschool programs, or extended school year.

ESSER III Project	Strategy for Addressing Learning Loss
Social-Emotional Learning Curriculum	With pandemic social distancing and virtual learning, students have suffered the greatest loss of learning in social-emotional skills. To address that loss, WGES will purchase a specific SEL curriculum for teachers to explicitly teach and reinforce these skills.
Guidance Counselor	In addition to addressing SEL learning in the classroom, WGES will hire a guidance counselor to support students' mental health as they continue to deal with pandemic stressors.
Bilingual Reading Specialist	Another major area of identified learning loss is in reading. WGES will hire a bilingual reading specialist to support Tier 2 and 3 students in English and Spanish literacy through targeted, small-group instruction.



Part 3: Other ARP ESSER III Expenditures

How the LEA will spend its remaining ARP ESSER funds consistent with the uses authorized in section 2001(e)(2) of the ARP Act.

All available funding has been allocated in Part 2: Strategies for Addressing Learning Loss.

Part 4: Ensuring Most Vulnerable Populations Unique Needs are Addressed

How the LEA will ensure that the interventions it implements, including but not limited to those implemented under sections 2001(e)(1), will respond to the academic, social, emotional and mental health needs of students, and particularly those students disproportionately impacted by COVID-19, including students from low-income families, students of color, English learners, children with disabilities, students experiencing homelessness, children in foster care and migratory students.

	Academic Needs	Social-Emotional Needs	Mental Health Needs
Students of Low Socioeconomics	The Bilingual Reading Specialist will provide additional in-school reinforcement of literacy and can direct students and families to free resources to extend reading instruction at home.	The Social-Emotional Learning Curriculum will allow Tier 1 access to important topics in social-emotional learning for all students.	Having a Guidance Counselor onsite will allow all students to access this important tier of support, regardless of family income.
Students of Color	The Bilingual Reading Specialist will increase engagement and achievement in reading through individualized support and highly engaging, diverse texts.	In order to increase student engagement with the curriculum (and thereby increase learning), the Social-Emotional Learning Curriculum will be diverse and multicultural, a reflection of our student population.	The Guidance Counselor will also act as a family liaison, helping ensure that all families have equal opportunities to be involved and feel valued in their child's education.



English Learners	The Bilingual Reading Specialist will support students' budding literacy in both their home language (Spanish) and English, maximizing their potential for growth.	The Social-Emotional Learning Curriculum will be bilingual, in accordance with our school's dual language model, thereby providing greater access to EL students.	The Guidance Counselor will be bilingual, thereby able to support our Spanish-speaking students and families in their native language.
Students with Disabilities	The Bilingual Reading Specialist will provide an additional tier of support to students with disabilities, working in conjunction with the Special Education team to provide high-quality Tier 3 reading instruction using research based intervention curriculum and resources.	The Social-Emotional Learning Curriculum will contain various options for differentiation so that all students can benefit from it, regardless of ability.	The Guidance Counselor will work in conjunction with the Special Education team and parents in order to ensure that the mental health needs of our students with disabilities are met.

ESSER Budget Proposal WGES

Expenditure

Guidance Counselor Salary (2 years)	\$	100,000.00
Guidance Counselor Benefits (2 years)	\$	24,000.00
Reading Specialist Salary (2 years)	\$	100,000.00
Reading Specialist Benefits (2 years)	\$	24,000.00
Social Emotional Learning Curriculum	\$	6,562.06
	\$	254,562.06

Western Gateway School Calendar 2022-23

July 2022						
Su	M	Tu	W	Th	F	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

August 2022						
Su	M	Tu	W	Th	F	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			
						11

September 2022						
Su	M	Tu	W	Th	F	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	
						20

October 2022						
Su	M	Tu	W	Th	F	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					14

November 2022						
Su	M	Tu	W	Th	F	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			
						16

December 2022						
Su	M	Tu	W	Th	F	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31
						11

January 2023						
Su	M	Tu	W	Th	F	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				
						19

February 2023						
Su	M	Tu	W	Th	F	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28				
						18

March 2023						
Su	M	Tu	W	Th	F	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	
						16

April 2023						
Su	M	Tu	W	Th	F	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						19

May 2023						
Su	M	Tu	W	Th	F	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			
						18

June 2023						
Su	M	Tu	W	Th	F	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

Date	Event or Holiday
Aug 5	Orientation for New Teachers
Aug 8-12	All Teachers: Professional Development & Work Days
Aug 15-16	Meet the Teacher: Family Conferences
Aug 17	First day of school for students
Sept 5	Labor Day (school closed)
Sept 6	Teacher Collaboration Day (no school for students)
Oct 6-7	Family Conference Days (no school for students)
Oct 10-14	Fall Break (school closed)
Nov 4	Teacher Collaboration Day (no school for students)
Nov 21-25	Thanksgiving Break (school closed)
Dec 9	Teacher Collaboration Day (no school for students)
Dec 19-30	Winter Break (school closed)
Jan 2-3	Teacher Collaboration Days (no school for students)
Jan 4	Classes resume for students
Jan 16	MLK Jr. Day (school closed)
Feb 20	Presidents' Day (school closed)
Feb 21	Teacher Collaboration Day (no school for students)
March 9-10	Family Conference Days (no school for students)
March 13-17	Spring Break (school closed)
April 7	Teacher Collaboration Day (no school for students)
May 24	Last day of school for students
May 25-26	Teacher Work Days
May 29	Memorial Day (offices closed)
	National Holiday (No School)
	Breaks (No School)
4	Family Conference Days (no school for students)
16	Teacher Collaboration Days (no school for students)
1	New Teacher Orientation
162	Total Student Academic Days
126	Full Days
36	Early Release Days