

Western Gateway Elementary School, Inc.

Board of Directors Meeting

**A G E N D A**

June 27, 2022, 4:00 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                                 Pete White
2. Roll Call   Pete White
3. Head of School Update   Heather Zacarias
  - a. Hiring- New Hires & Remaining Positions
  - b. Enrollment- Class Capacities
  - c. Facility Maintenance Plan
  - d. Interim Audit Work Session & Timeline
4. Consent Agenda   Pete White

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 April 28, 2022
- b. Approval of April & May 2022 financial reports
- c. Approval of Purchase Orders # 2022-11-86 through 2022-11-90 and any changes to any prior existing purchase orders
- d. Approval of Certified Staff Contracts for 2022-23
- e. Approval of Support Staff Contracts for 2022-23
- f. Approval of 2022-23 OSAG (OK School Assurance Group) Workers Compensation Renewal Contract
- g. Approval of 2022-23 Keystone Food Services Renewal Contract to provide Child Nutrition Services
- h. Approval of 2022-23 Educational Administrative Services, Inc. to provide consulting services for federal programs
- i. Approval of 2022-23 Arts Council of Oklahoma City contract to provide fine arts program
- j. Approval of 2022-23 Medina Handyman Services Renewal Contract to perform janitorial services
- k. Approval of 2022-23 Agreement for use of public facilities by the YMCA to operate before/after school program
- l. Approval of 2022-23 OSIG Insurance Renewal Proposal for property and general liability insurance
- m. Approval of 2022-23 Today's Therapy Solutions renewal contract to provide occupational therapy for WGES students who qualify for services
- n. Approval of 2022-23 MMK 1 LLC (dba Maryorie Montalvo) to provide speech and language services to WGES students who qualify for SLP services.
- o. Approval of 2022-23 Elite Technology contract to provide IT Services: Network Oversight, IT Support & Professional Development, and Phone Services

5. Consideration and Possible 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 Head of School.
  - a. Executive Session, 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 Head of School.
6. Action to Reconvene Open Session.
7. Consideration and Possible Action to Authorize Merit Bonus and Amendments to Employment Agreement with Head of School.
8. Discussion, consideration and possible action to amend the bylaws of Western Gateway Elementary School, Inc. in order to change the office of "Treasurer" to "Financial Chair," to extend the term limit for Directors, and to eliminate the term limit for Founding Directors.
9. Discussion, consideration and possible action to authorize the Head of School to obtain a school credit card as stated in WGES Board Policy P-002 Section II. F. Upon approval, the Head of School shall adhere to Board Policy P-002 II. F. in the use of the school credit card.
10. Discussion and possible action to schedule WGES Board of Directors board training.
11. Comments by board members and/or public comments.
12. New business
13. Adjourn