

Western Gateway Elementary School, Inc.

Board of Directors Meeting

**A G E N D A**

July 19, 2022, 1:00 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; Minutes Clerk; 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. The board agenda is also posted on the front entry of the Western Gateway School site.

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. Board Training
  - b. Facility Maintenance Plan
  - c. Certified Salary Scale
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 June 27, 2022
  - b. Approval of Purchase Orders # 2023-11-01 through 2023-11-87 and #2023-81-1 through 2023-81-5 and any changes to any prior existing purchase orders
  - c. Approval of Salaries for 2022-23 Certified and Support Staff
5. Discussion, consideration, and possible action to approve a reimbursement to the general fund from the gift fund for the Walton Family Foundation Grant expenditures totaling \$163,684.39 and reassign \$100,000.00 of Inasmuch Grant Revenue to the general fund.
  6. Discussion, consideration, and possible action to approve the following financial positions/roles for the 2022-2023 fiscal year:
    - a. Treasurer: Jay Jenkins, Oklahoma Consulting & Accounting Services, LLC
    - b. Board Minutes Clerk: Diana Bedwell
    - c. Encumbrance Clerk: Diana Bedwell
    - d. Activity Fund Custodian: Diana Bedwell
    - e. Activity Fund Co-Custodian: Heather Zacarias
    - f. Federal Programs Director: Heather Zacarias and Steven Huff
  7. Comments by board members and/or public comments.
  8. New business
  9. Adjourn