



Special Meeting of the Board of
Directors
Western Gateway Elementary School

Wednesday, August 3, 2022
1:00 pm

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
Special Meeting

August 3, 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 Pete White
2. Roll Call Pete White
3. Discussion, consideration, and possible action to approve an Addendum to the WGES Charter Agreement which reduces the administrative fee due to OKCPS, as our charter sponsor, from 3% to 1% of our annual state aid allocation.
4. Comments by board members and/or public comments.
5. Adjourn



July 27, 2022

To Our OKCPS-Sponsored Charter School Leaders;

A week ago today on July 20, 2022, I sent each of you a letter that outlined several items under consideration related to the services and opportunities that OKCPS has been discussing for our current charter partners.

I am pleased to report that Item 'A' from that letter which outlined a reduction of the Administrative Fee for all current district-sponsored charter schools from 3% to 1% of per pupil funding will happen immediately. For annual budgeting purposes, you can now use the 1% administrative fee.

Each of your schools has an OKCPS point of contact for financial items and issues. You can expect communication with that individual by the end of this week. We anticipate you may fall within one of the below scenarios:

1. You have already paid the 1% and your FY23 Administrative Fee will be considered to be paid in full;
2. You have not yet paid or have paid a portion of your 1% of your FY23 Administrative Fee and your OKCPS point of contact will communicate your options for paying off the balance; or
3. You have paid an amount that exceeds the 1% Administrative Fee and your point of contact will communicate the terms of your reimbursement.

Our General Counsel, Jessica Sherrill, has prepared the enclosed addendum to your charter contract that reflects this reduction in administrative fee from 3% to 1% of your state aid allocation effective July 1, 2022.

Our Board of Education's next regular business meeting is scheduled for Monday, August 8, 2022, and our agenda posts no later than Friday, August 5, 2022. It is our intention to include your addendum as an agenda item for our Board's consideration and possible action. But first, that will require a few actions on your part:

1. Review with your legal counsel the addendum;
2. Your governing board will need to hold a lawful board meeting ahead of August 5, 2022 and include the addendum as an agenda item such as:
 - a. *Board discussion and action to approve an Addendum to the Charter Agreement which reduces the administrative fee due to OKCPS, as our charter sponsor, from 3% to 1% of our annual state aid allocation.*
3. Obtain the appropriate signatures of your Board President and Clerk or Secretary; and
4. Return the same to Jessica Sherrill at jrsherrill@okcps.org for inclusion as an agenda item on the board agenda for the OKCPS Board of Education.



If time does not permit this to occur ahead of the August 5, 2022 agenda posting, then this addendum can be considered at a future board meeting which is scheduled for mid-September. However, we hope we have provided enough time for this to be accomplished.

Please do not hesitate to contact me or Jessica Sherrill if you have any questions. We appreciate our partnership and look forward to working with you together as education partners.

Sincerely,

Sean McDaniel
Superintendent
Oklahoma City Public Schools



**ADDENDUM TO CONTRACT FOR CHARTER SCHOOL of
Western Gateway Elementary School**

THIS ADDENDUM TO THE CONTRACT FOR CHARTER SCHOOL (“Agreement”) is entered into between Independent School District No. 89 of Oklahoma County, Oklahoma, also known as Oklahoma City Public Schools (“District”), and Western Gateway Elementary School, Inc., an Oklahoma not-for-profit corporation (“Corporation”), for the operation of WESTERN GATEWAY ELEMENTARY SCHOOL (“WGES”) (collectively, the “Parties”).

WHEREAS, on or around July 1, 2020, the parties entered into the Agreement for Western Gateway Elementary School;

WHEREAS, OKCPS now desires to reduce the administrative fee paid to OKCPS from 3% to 1% and the Parties hereby agree to amend Article IV: School Operations, Section 4.11 Funding of School, subsection (a): Administrative Fee accordingly effective July 1, 2022,

NOW, THEREFORE, the parties agree as follows:

The administrative fee paid to OKCPS effective July 1, 2022 through the remaining term of the Agreement shall be 1% of the charter school’s state aid allocation.

Dated this ____ day of _____, 2022.

OKLAHOMA CITY PUBLIC SCHOOLS

By: _____
Paula Lewis, Chairperson, Board of Education

WESTERN GATEWAY ELEMENTARY SCHOOL

By: _____
Chairman of the Board

CERTIFICATES

The undersigned CLERK of District’s Board of Education certifies that this addendum was approved by the Board of Education at its meeting held on _____, 2022.

Craig A. Cates, Clerk

The undersigned Secretary of WESTERN GATEWAY ELEMENTARY SCHOOL, INC. certifies that this addendum was approved by the School’s Governing Board at its meeting held on _____, 2022.

Secretary