

Western Gateway Elementary School, Inc.

Board of Directors Meeting

**A G E N D A**

January 19, 2023, 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; 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 2023 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. Return to School Update
  - b. Stronger Connections Grant- The OSDE awarded funds through competitive grants to high-need local educational agencies (LEAs) that ensure transparency and successful implementation of activities allowable under section 4108 of the ESEA to support the ongoing needs of students, educators, families, and communities. Over 120 applications were submitted of which 19 were awarded grant funding. WGES was the only charter school selected. WGES was awarded \$350,000 to be used over the next 4 years.
    - i. Social Worker- 40 % of the grant
    - ii. LMHP- Licensed Medical Health Provider (behavior interventionist)- 40 % of grant
    - iii. Prof. Dev. Social-Emotional Learning and Behavior Interventions- 12 % of the grant
    - iv. Mental Health Curriculum & Parent Resources- 8 % of the grant
  - c. Enrollment Info and Dates
    - i. Intent to re-enroll January 5-20 for current students and siblings)
    - ii. Lottery will open from February 1-17
    - iii. School tours on February 4th
    - iv. Lottery will run on February 22
    - v. Parents will be notified of offered seats by February 27
    - vi. Enrollment will be March 1-10 and March 20-24.

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 November 17, 2022, and December 15, 2022
  - b. Approval of Purchase Orders # 2023-11-110 through 2023-11-113 and any changes to any prior existing purchase orders
  - c. Approval of November 2022 and December 2022 financial reports
5. Presentation, discussion, and possible action upon the results of the 2021-2022 audit conducted by Bledsoe, Hewett & Gullekson.

6. Consideration and possible action to approve the Stronger Connections Grant budget and to authorize the Head of School to make adjustments as necessary in compliance with grant guidelines and regulations.
7. Discussion, consideration, and possible action to establish Fund 86 as an "Insurance Recovery Fund." Fund 86 will hold recovery monies separately in a new reporting fund. This new fund will only receive deposits from the insurance company. Fund 86 will have covered items set up as purchase orders and will be paid from it. Fund 86 will isolate our insurance recovery activities from our operating funds by using the fund designation. A separate bank account is not necessary as it will be segregated by its fund number.
8. Discussion, consideration, and possible action to approve temporary investments from Gifts Fund 81 to cover any insurance Fund 86 shortfalls if there are delays in payment from the insurance company. This will help with any lags between rendered services and receiving reimbursement from the insurance company.
9. Discussion, consideration, and possible action to approve the proposed class reconfiguration for school year 2023-24 and subsequent years. WGES proposes the reconfiguration of classes from 3 of each grade level to 3 Prek, and 2 of each grade level thereafter.
10. Discussion, consideration, and possible action to approve Title I LEA Parent Involvement Policy in compliance with Federal Program requirements for Local Education Agencies. This policy will follow Policy I-004, Title I Parent Involvement Policy and will be added as Policy I-004-B in the WGES Board Policy Manual.
11. Comments by board members and/or public comments.
12. New business
13. Adjourn