

Western Gateway Elementary School, Inc.

Board of Directors Meeting

**A G E N D A**

January 25, 2024, 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; Mel McVay and, Lauren Hanna, Legal Counsel.

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 2024 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. Enrollment Info and Dates- 2024-25
    - i. Intent to re-enroll January 16-19 for current students and siblings by tiers
    - ii. School tours on January 27
    - iii. Lottery platform will open from February 5-16 and posted on website
    - iv. Public Lottery will be conducted on February 21
    - v. Parents will be notified of offered seats or waiting lists by February 23
    - vi. Enrollment for new students will be March 4-8
  - b. El Oso's Travels
  - c. Safety Update
    - i. Stop signs
    - ii. Speed bumps
    - iii. School zone
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 16, 2023.
  - b. Approval of Purchase Orders #2024-11-119 through #2024-11-121 and any changes to any prior existing purchase orders
  - c. Approval of November 2023 and December 2023 financial reports
5. Presentation, discussion, and possible action upon the results of the 2022-2023 audit conducted by Bledsoe, Hewett & Gullekson.
  6. Presentation and discussion about solar energy at WGES- Paul Bronson; EightTwenty and Adam Fink; Brightwell Co.
  7. Consideration and possible action to approve the hiring of Bruce Doane, certified Physical Education teacher for the remainder of the school year 2023-24.
  8. Discussion, consideration, and possible action to approve the WGES FMLA Policy in compliance with FMLA, Family and Medical Leave Act.

9. Consideration, and possible action to approve the 2024-25 school calendar.
10. Discussion and consideration of the OKCPS Annual Charter School Evaluation Report provided by Jason Mack, OKCPS Charter Schools Coordinator.
11. Comments by board members and/or public comments.
12. New business
13. Adjourn