

Western Gateway Elementary School, Inc.

Board of Directors Meeting

**A G E N D A**

April 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, and scroll down to the 2024 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 Blair Humphreys
2. Roll Call Blair Humphreys
3. Head of School Update Heather Zacarias
  - a. Enrollment- Meet & Greets w. New Families
  - b. Hiring- Positions & Interviews
  - c. Year 2 Parent Survey Feedback
  - d. School Community Engagement
    - i. Teacher Appreciation Week
    - ii. Super Oso Day
    - iii. Beautification Day

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 February 22, 2024
  - b. Approval of February & March 2024 financial reports
  - c. Approval of Purchase Orders #2024-11-126 through 2024-11-130 and any changes to any prior existing purchase orders
  - d. Approval of Sylogist Ed. contract to provide Student Information System software, Accounting Software, Payroll Software, and Lunchroom software for school year 2024-25.
  - e. Approval of 2024-25 Oklahoma Consulting and Accounting Services, LLC Contract (in affiliation with Jenkins & Kemper, CPAs, P.C.) to provide accounting and treasury services and tax preparation.
  - f. Approval of Evaluation Works, LLC contract to provide school psychology services. This will include evaluations for the purpose of special education, eligibility report writing, and other related services as requested by the district for 2024-25 school year.
  - g. Approval of Today's Therapy contract to provide OT and SLP services for school year 2024-25
5. Consideration and possible action to approve the Application for Temporary Appropriations for 2024-25 school year as prepared by Jenkins & Kemper, Certified Public Accountant, P.C.

6. Consideration and possible action to approve the contract agreement for the FY24 school audit by Bledsoe, Hewett & Gullekson, CPAs.
7. Consideration and possible action to approve the FY 24 teacher and support staff contracts.
8. Discussion, consideration, and possible action to approve the Transportation Policy.
9. Discussion, consideration, and possible action to approve the Use of School Restroom and Changing Facilities Policy.
10. Discussion, consideration and possible action to approve the Parental Rights and Notification Policy.
11. Discussion and possible action to approve the filing of FCC Form 471, Schools and Libraries Universal Service Program Services Ordered for the fiscal year 07/01/2024-06/30/2025. (E-Rate)
12. Consideration and possible action to approve curriculum purchasing for school year 2024-25 as follows:
  - a. TWIG Science \$10,000
  - b. Benchmark Education Company \$16,000
  - c. Big Idea Math \$43,084.80
  - d. Lakeshore Learning- \$30,000
13. Consideration, discussion, and possible action to approve the reappointment of Ashely Terry, WGES Board Member.
14. Consideration, discussion, and possible action to approve the reappointment of Edgar Medina, WGES Board Secretary.
15. Comments by board members and/or public comments.
16. New business
17. Adjourn