



MINUTES for the Meeting of the Gateway Public Schools Board of Trustees

Wednesday, April 22, 2020, 5:00 - 6:30 PM
Virtual Meeting via Zoom

Board Members Present: Therese Arsenault, Beth Berliner, Allison Bhusri, Cynthia Billops, Sapna Boze, Sara Byrne, Dan Carr, Elizabeth Colen, Katie Colley, Sharon Gillenwater, Annie Klebahn, Susan Masto, Harper Matheson, Sharon Olken, Molly Orner, Mary Plant-Thomas, Kevin Rafter, Laura Spivy, Dina To, Valerie Toler, Julie Wise

Board Members Excused: Antonio Ayala, Joyce McMinn
Also present: Danielle Ciccarelli, Chris Hero, Chanda Lockhart

Announcements

Sharon Gillenwater called the meeting to order at 5:02 and opened with announcements.

Public Forum

Susan opened the floor for a public forum. No further discussions or motions were introduced.

Review and Approval of Minutes from February 26, 2020

Susan asked everyone to look at the February 26, 2020 meeting minutes and make a note of needed changes. The minutes were approved unanimously, without issue.

Mission Moment

Mary Plant Thomas gave the Mission Moment. She talked about how she had her A.P. Bio class complete a survey to write what they missed about someone, to be shared at the next lesson. She said that she knew she could randomly assign everyone a classmate and they would say something positive. This is very Gateway!

Executive Director's Report

Sharon Olken gave the ED Report. She expressed appreciation that, in these crazy times, trustees continue to make Gateway a priority. She continued with a discussion about how GMS and GHS worked across schools to come up with a framework for distance learning. The team used our values as a starting point to guide what we are doing to support students' learning during this time. We distributed computers to students who needed them, and held mini tech lessons for faculty. The school community has pulled together with events like the GHS Lip Sync Challenge and a virtual visit by Ji-li Jiang, the author of *Red Scarf Girl*, the book read by 6th graders this spring. The development team has added a COVID-19 resources page to the GPS website, to help our kids and families.

Sharon discussed the leadership transition at Gateway High School. Becca Wieder and Stephanie Khaziran will take on the roles of Co-Principals. The decision and interview process included GHS faculty, and there was a lot of positive feedback about this move. Becca will provide faculty support and Stephanie will provide student support. The process is underway for hiring a Dean of Culture and Community.



Development Update

Chanda Lockhart gave the Development Update. She reviewed the income report and discussed the potential of fundraising challenges resulting from the current economic downturn due to the COVID pandemic. We have not seen the impact yet, but the development team is preparing. In light of the uncertainty of being able to hold large gatherings in the fall, this year's Matters of the Mind event will be virtual. Chanda told the board that we have an exciting speaker lined up, Paul Tough, author of *The Years That Matter Most: How College Makes or Breaks Us*. She also told the board about the new Gateway Impact newsletter, *Homeroom*, which provides information, resources and tips for distance learning to the wider community.

Sharon Gillenwater thanked Chanda and gave the floor to Chris Hero and Laura Spivy for the Finance Update.

Finance Update

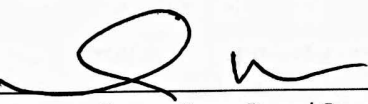
Laura discussed Gateway's 2018 tax return in preparation for a vote to approve. The 990 has information about the work we do, who our board members and top donors are, compensation information, etc. It confirms that we have a conflict of interest policy and that we comply with whistleblower laws. Chad prepares the 990 every year along with our auditors and then Chris reviews it. Laura recommended approval of the 2018 990. The board voted to unanimously approve Gateway's tax return, without issue.

Laura gave the floor to Chris to talk about the FY21 budget. Chris distributed materials outlining baseline assumptions, levers and opportunities, and reviewed strategies for balancing next year's budget. He discussed the challenges presented by the current economic downturn and laid out scenarios based on whether or not the Payroll Protection Program loan is forgiven. For both scenarios, the goals are to preserve board designated funds when possible, not grow future year sustainability challenges, provide compensation increases as possible, and not overcommit with massive uncertainty. Chris reviewed the compensation line items. Based on massive uncertainty, it was decided to eliminate salary increases for FY21. This means that, except for folks who are getting promotions, everyone will maintain their current salary. This decision was difficult and the finance committee has committed to revisit the issue in the fall when we learn about state funding and the PPP loan. We want to do the most we prudently can for staff.

After a discussion, the board convened a closed session to vote on approval of the compensation items. The FY21 compensation items were approved unanimously, without issue. Everyone thanked Chris, Laura and Chad for their hard work on the budget.

Adjourn Meeting

The meeting was adjourned at 6:40.

Signed:  _____ Date: 6/15/20

Sapna Boze, Board Secretary