



MINUTES for the Meeting of the Gateway Public Schools Board of Trustees  
Wednesday, February 16, 2022, 5:00 -7:00 PM  
Remote on Zoom

---

**Board Members Present:** Therese Arsenault, Cynthia Billops, Sara Byrne, Dan Carr, Elizabeth Colen, Mark Felton, Sharon Gillenwater, Susan Masto, Molly Orner, Mary Plant-Thomas, Kevin Rafter, Laura Spivy, Dina To, Valerie Toler

**Board Members Excused:** Sapna Boze, Katie Colley, Harper Matheson, Sharon Olken

**Board Members Not Present:** Allison Bhusri

**Also present:** Danielle Ciccarelli, Chris Hero, Chanda Lockhart, Aaron Watson, Dr. Janette Hernandez

---

### **Welcome and Announcements**

Sharon Gillenwater called the meeting to order at 5:03pm.

Aaron Watson presented the land acknowledgement. In honor of Lunar New Year, our land acknowledgement is in honor of previous generations of Chinese residents of San Francisco. Trustees had the opportunity to read articles and look at photos and videos honoring the people and history of San Francisco Chinatown.

Sharon reminded Trustees of the Great Gateway Gathering on April 9th.

### **Approval of Minutes from January 19, 2022**

Sharon asked for a motion to approve the minutes from January 19, 2022. Susan Masto motioned to approve the minutes and Dina To seconded the motion. The minutes were approved unanimously without issue.

### **Public Forum**

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

### **Mission Moment**

Sharon turned the floor over to Aaron for the mission moment. He shared how Gateway Middle School launched Black History Month by giving voice to Gateway students. Through a video, Trustees had the opportunity to hear students speaking of what Black excellence means to them. Trustees discussed what they heard in breakout rooms. Takeaways were the level of self-awareness and self-advocacy reflected. Black history month was planned with student and staff voices. Therese Arsenault mentioned that Black History Month featured staff responding to what is Black excellence and joy, Asian and LatinX and Black solidarity, current day Black professionals, and a Lift Every Voice series.

### **ED Report**

In Sharon Olken's absence, Aaron Watson presented the Executive Director's report. To update the board on the Executive Director's objective of School Advancement and Support, he began by reporting on Gateway's *Supplement to the Annual Update to the 2021-22 Local Control and Accountability Plan*. The supplement is a required update on our work to facilitate a safe return to campus and to mitigate the impacts of distance learning on students. For example, to ensure the health and safety of our students, Gateway hired a Health and Safety Coordinator and offered COVID testing for symptomatic staff. To address the impact of lost instructional time due to the pandemic, Gateway implemented a summer program for incoming 9th graders and Academic Seminar and Intervention programs, as well as additional instructional support in classrooms to accelerate progress to close learning gaps. Gateway utilized counseling and advisory to help with the social and emotional impact of the year and a half at home due to the pandemic.



Aaron continued with an update on work being done to further the ED objective, *Equity Culture and Anti-Racism*. Dr. Janette Hernandez, an equity leader and consultant who is working with Gateway, will be working with the board tonight to get input on our anti-racism work. Dr. Hernandez has been meeting with staff affinity groups, leadership teams, the strategic team and other staff groups.

Aaron shared a survey designed to gather board demographic data so we can better understand our board community.

### **Finance Update**

Chris Hero presented the Finance Update.

For the month of January, both GHS and GMS posted their lowest ADA numbers ever due to the pandemic. This has reduced our funding and added to the deficit. However, "Hold Harmless" provisions are close to being added for charter schools this year. If passed in the legislature, this will help to make us "whole" for our current year per-ADA funding. However, the relief will come in the option of marking to our 19-20 ADA, which was a lower than normal year.

Chris reviewed the major drivers for next year's budget. Increased state revenues reflect the Governor's proposal. We adjusted expenses to reflect the expenses we know to be true and are fine tuning our Dream Big estimates.

Funding drivers include funding rate increases of 6%, the largest increase in CA public school funding in 15 years, the potential negative impact of attendance, and the Gateway Sustainability Fund. Some items on the expense side are personnel costs, retirement costs and inflation. We are still in the information gathering phase as we start the budget process. We are starting with a deficit, as we often do, for next year as the process begins. An upside is our Dream Big plan, and Chris illustrated how it will impact the budget over time.

Chris described the budget as our financial mission statement. Among the priorities are a balanced budget, employee salaries, supporting students, anti-racism, development of our Career Growth Model for our non teaching staff, and supporting employees who are coming out of the pandemic.

### **Search Update**

Kevin Rafter gave an update on the Executive Director search committee work. Kevin and Sharon Gillenwater have been engaged in forming the search committee, specifically the co-chairs. The February goal is to identify and secure the committee co-chairs and begin to recruit other committee members. They will reach out to search firms in March. Mark Felton has agreed to be one of the co-chairs of the committee. Kevin thanked Mark for taking on this responsibility. Mark said he is looking forward to engaging with the Gateway Community during this process.

Kevin shared the search committee co-chair job description. The second co-chair will be a member of the Gateway staff. Kevin and Sharon G. will ensure that the process and work is transparent. Please reach out to Kevin and Sharon G. if you have questions about the process.

### **Development Update**

Kevin gave the floor to Chanda Lockhart for the Development Update. Chanda presented an overview of the balance left to raise and projections to reach the fundraising goal by June 30. Major Donors outreach is beginning. Family and Alumni fundraising is underway and we anticipate that we will exceed our goal. The Great Gateway Gathering and Spring Appeal are coming up. Board Giving is based on historical giving and we are projected to raise beyond our goal. The development team is working to identify more grant opportunities. Chanda will contact trustees about invitation only grant outreach.

Dream Big activities include a salon series, third party fundraising events, trustee recruitment and hiring of an Associate Director of Institutional Giving.



Trustees can help the development team by writing notes, posting on linked in, donating Great Gateway Gathering Auction items.

**Dream Big**

Chanda continued with the Dream Big Update. Chris and Chanda are working to establish partnerships with businesses. Based on research they conducted around what corporate outreach looks like and who is doing it at other organizations, they determined that Gateway will hire an Associate Director of Institutional Giving, a standard role in the fundraising world. This role will be focused on corporate relationship building. Chris continued that we are looking to fill this role now and are building infrastructure for this person to be effective. We will be leveraging our existing Gateway networks. This role can build traction across our fundraising activities. The job description is up on our website and on Chanda's LinkedIn. Please contact Chanda if you know someone who would be a good fit.

Chanda thanked the Trustees Committee for helping develop a list of folks who work in DEI roles. Outreach and meetings have begun. The goal is to get the word out within their organizations that we are recruiting for board members.

Margret Cumbow, Gateway Impact Communications Coordinator is working on an internal communications plan, a webinar in April, and the Powerful Learners Symposium.

**Race Equity Culture discussion with Dr. Janette Hernandez**

Kevin introduced Dr. Janette Hernandez and thanked her for coming. Dr. Hernandez is a consultant and friend of Gateway who brings over 30 years of experience in leadership, development and coaching for equity and social justice. She is here to help focus this work with the board.

Dr. Hernandez said that tonight's purpose is to develop a shared understanding of the current anti-racism work going on across Gateway and engage everyone in the process. The work is to interrupt, disrupt and dismantle racist institutional practices and build new practices.

Using the Klva protocol, Dr. Hernandez took the board through a process of answering questions and having conversations with the goal of collecting information that will inform Gateway's anti-racist work. The questions are:

1. What are the assets at Gateway that promote racial equity?
2. What are the equity challenges or barriers at Gateway that get in the way of promoting racial equity?
3. What opportunities do you see that could promote racial equity at Gateway?

Aaron shared a notetaker for groups to record feedback.

Kevin Rafter thanked Dr. Hernandez for coming and for her work with Gateway and Trustees.

**Meeting Adjourned**

Sharon Gillenwater thanked everyone and adjourned the meeting Adjourned at 7:05

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

DocuSigned by:

*Susan Masto*

383068B6B9F4440

4/5/2022

Susan Masto, Board Secretary