



12119 16th Avenue South
Burnsville, MN 55337
952-206-4050

www.gatewaystemacademy.org

August 31, 2021, Board of Directors Meeting Agenda
TIME: 5:00 PM at Conference Room Zoom

MISSION: Gateway STEM Academy is a K-8 Charter school that prepares a diverse community of students for academic success by providing an enriching and focused learning environment in science, technology, engineering and math. Our goal is to emphasize the use of technology and STEM learning for our students and to maximize individual potential to ensure students reach academic and career success. We will provide a high-quality academic environment in a 21st century school setting which creates and improves student learning, closes the achievement gap and partners directly with students and their families.

I. CALL TO ORDER AND ROLL CALL

Present: Mahad Ibrahim, Tracey Ober, Khadija Ahmed, Kyle Knudson, Abdiaziz Farah, Ed Fellows, Mukhtar Shariff, Samuel O'Brien, Patrick Soberg

Absent: Hassan Mohamud Call to order 5:05pm

A. Mission Statement of Gateway STEM Academy

B. Five Strategic Pillars that support Gateway STEM Academy: Academic Excellence, The Whole Child Approach, School Community, Personalized Learning, and No Excuse Model

II. APPROVAL OF AGENDA

Motion to approve by Mr. Soberg, 2nd by Mr. Ibrahim, unanimous approval

III. CONSENT AGENDA

A. Previous Minutes

B. Previous Finance Report

C. Previous Treasurer Report

Motion to approve by Mr. Soberg, 2nd by Mr. Ibrahim, unanimous approval

IV. PUBLIC COMMENT: The School Board welcomes input from community members and staff. Each person addressing the council shall give his/her name for the record. Each person making public comment is limited to three minutes. Comments should be kept courteous and professional and directed to the board as whole. After the speaker has made his or her statement, he or she will be seated with no further comment, dialogue or debate.

V. REPORTS

1. Director Update

Mr. Farah: Planning to have open house on Thursday from 4pm-7pm for all grades. These last two weeks have been PLD days for teachers. This includes reflecting on curriculum, CPI training, getting to know the teachers, building relationships, and getting ready for the school year.

Gateway is still working on the contract amendment for the lease of the building since Destiny Church is leaving. The lease will remain the same until 2023. Moving from 2023 and beyond will need to be discussed by the board. The struggle is with the limited space of the building. The school has not been able to grow in enrollment.

2. Principal update

Mr. Fellows: Teachers came back last week, and we have a very dedicated group. We have had training on all pieces of the curriculum and are focusing on creating meaningful relationships and strategies to engage students and to avoid some common pitfalls from previous years. We are also adding Math and Reading Corps. We are also looking for an EL teacher and additional 2nd grade teacher, which has been posted. With COVID-19 concerns, 100% of instructional staff have been vaccinated. We can have the conversation of having the vaccine as a requirement.

3. Renewal-QSR Process-Sam

Mr. O'Brien: Mr. O'Brien works with Anton group. He was the director of a charter school in MN for 7 years. He is helping Gateway with the renewal of the charter contract. Congrats on first 5 years! Letter of intent submitted. Mr. O'Brien's role is to work efficiently to make sure all materials are laid out for your school for the authorizer. Draft by Oct. 1st for everyone to see. Then board will approve and will be sent to authorizer. Contract and renewal process for authorizer. Contract is set. Any changes to goals will be made between Gateway and Pillsbury. There is one section that most charters might struggle to complete which is school leader evaluation.

Mr. Farah: As far as the QSR process, we will need one board member to help with this as well as teachers and parents and staff to go through the interview process.

Mr. Fellows: Teachers were given rubrics as part of the QSR process.

4. Director Review Process-Kyle
5. Finance Update-Presented by TAG

Mr. Knudson: (see attached documents) If Gateway stays on track with their expenses there shouldn't be any budget issues.

6. Return to school COVID-19 plan

Mr. Farah: Conversation regarding masks. Surrounding schools have a mandate for all staff and students. There is a Federal mandate for all kids to wear masks on busses.

Mr. Ibrahim: There are many different perspectives on masks and vaccines so we need to be cautious and put in place mask and vaccine mandates. To enforce mask mandates effectively, everybody should be required to wear masks. Can Gateway require a vaccine mandate for both staff and students? It is important to have layers of protection – masks, vaccine, social distancing, etc.. and to have vaccine clinics that reach out to the community.

Tracey: A lot of students and teachers did not wear masks in the classroom from my perspective.

Mr. Farah: The question will come down to enforcement. Parents have been wearing masks coming in to the school voluntarily.

Mr. Fellows: What is the penalty for not following mask mandate?

Mr. Ibrahim: Those who do not follow the mask mandate should not be a part of the school community.

Motion to have Gateway mask mandate for staff, students, and visitors beginning Sept 2nd made by Mr. Soberg, 2nd by Mr. Ibrahim, unanimous approval.

B. Business Report and Approvals

1. Monthly Financial Register

2. Monthly Statements
3. IOWA
4. Annual Designations

Designation of Identified Official with Authority for the MDE External User Access Recertification System

The Minnesota Department of Education (MDE) requires that school districts annually designate an Identified Official with Authority to comply with State Access Control Security Standard 1.0 which states that all user access rights to Minnesota state systems must be reviewed and recertified at least annually. The Identified Official with Authority will assign job duties and authorize external user's access to MDE secure systems for their local education agency (LEA). The Director recommends the Board authorize Abdiaziz Farah to act as the Identified Official with Authority (IOWA) for Gateway STEM Academy 4264-07.

- Designation of Depositories
 - ○ Bank(s) Choice Bank: Abdiaziz Farah and Mukhtar Sharif
 - ○ Investments
 - § NONE
 - ○ Other?
 - § Abdiaziz Farah and Mukhtar Sharif
- ○ Authorized Bank Signers
 - ○ Board Chair: Mukhtar Sharif
 - ○ Director: Abdiaziz Farah
- ○ MDE Designations
 - Special Education Director: Kelly Dietrich
 - Title Rep and Identified Official with Authority (IOWA): Abdiaziz Farah
 - Delegation of Authority to Make Electronic Funds Transfers
 - TAG and MANAGER
 - Electronic Funds Transfers can be made for:
 - § Payment of employee payroll direct deposits

§ Payment of federal, state, retirement contributions and unemployment taxes (deductions and/or benefits)

§ Vendor payments (when appropriate)

§ Principal and Interest payments

§ Transfers between accounts

○ Designation of Official Newspaper (optional)

○ Ed Fellows: School Principal

○ Acceptance/Adoption of Retention Schedule as defined by the State of MN

- <http://education.state.mn.us/MDE/SchSup/ComplAssist/QA/DueProcRight/055464>

○ Election of Officers

○ Chair/Co Chair: Mukhtar Sharif

○ Vice Chair: Tracey Ober

○ Secretary: Patrick Soberg

○ Treasurer: Abdirahman Mukhtar

○ Board Meeting Schedule for upcoming year

○ Committee Meeting Schedules:

Motion to approve business reports and approvals, items 1, 2, 3 and 4 made by Mr. Soberg, 2nd by Mrs. Ober, unanimous approval.

C. ADJOURN

6:00 Motion to adjourn by Mr. Soberg, 2nd by Mrs. Ober, unanimous approval.